**Role outline:** New Member Appointed Person

| **NAME OF CLUB:** | RIBBLE VALLEY  |
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| **ROLE:** | New Member Appointed Person |
| **RESPONSIBLE TO:**  | CLUB COMMITTEE |
| **NAME OF VOLUNTEER** | Debbie Hallas |
| **START DATE:** Sept 2021 | **END DATE:** Aug 2022 |

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* Regularly check club email for expressions of interest.
* Reply to expression of interest, to acknowledge receipt of email
* Forward expressions of interest to the relevant coach.
* The coach at the session is required to complete the New Member form and pass this to the New Member Appointed Person
* Ensure the coach registers them on Iteammate.
* Liaise with the parent once enrollment at the club is agreed to complete:
	+ Go Cardless
	+ Code of Conduct - Player
	+ Code of Conduct - Parent
	+ Club Constitution
* If required, attend the session of the new member to help with; set up of iteammate and England Netball Affiliation.