

Tockington Archers

Committee Member Post Profile

Tockington Archers is a club run by the members for the members for the enjoyment of archery. All committee posts are filled and performed by volunteers who are appointed in accordance with the club constitution.

Post:

Club Records Officer

Duties of the Post:

It is the duty of the post holder to:

- 1) Collect, monitor, calculate and maintain the club shooting records
- 2) Liase with the County records officer submitting member's handicaps, classifications and any other associated information as required or directed
- 3) Attend committee meetings
- 4) Keep the other members of the committee informed of any changes in the shooting rules and of their classifications and handicaps
- 5) Run the club summer handicap competition and calculate the positions
- 6) Prepare and present a Club Records Officer's report at the AGM