



## Position Description: Team Representative

Last updated 1 December 2024

### Overview

Team Representatives are expected to represent their team at meetings, ensure their team's game day duties are fulfilled, support the general operations of the league, and uphold and promote RPFL values. This is a volunteer position, and while the tasks are the responsibility of the Team Representative, they may be appropriately delegated to others within their team.

### Responsibilities

#### Team Responsibilities

- manage their own training, recruitment, scratch matches and players
- support gender balance and diversity on and off the field
- adhere to and be guided by the RPFL Charter as well as their individual team agreements
- maintain a relationship with their host pub
- nominate a Team Representative (see below)
- fulfill volunteer duties for bye rounds as rostered in the fixture
- pay annual team contribution to the RPFL Treasurer by Grand Final day each year

#### General Responsibilities

- Represent your team at committee meetings (3-4 per year).
- Serve as the player liaison officer for your team as per the RPFL Charter, being responsible for the uptake and upkeep of the charter, and following guidelines for issues and escalation where necessary.
- Act as the Member Protection Information Officer (MPIO) for your team and maintain mediation training.
- Delegate roles to your team for volunteer bye round duties.
- Develop ideas and raise proposals for the board and Committee to consider based on budget, resourcing, and other considerations.
- Link team social media accounts to the RPFL account and add activity from your team during game day and over the season.
- Conceptualize and participate in the organisation of the End of Season Ball and other RPFL events in conjunction with the Events Manager and Social Media Coordinator
- Assist with communication and other notifications to the community as directed by the General Manager
- Discuss and participate in league-wide fundraising initiatives to ensure the longevity of the league.
- Carry out roles and tasks associated with the execution of approved ideas and proposals.
- Assist teams in organizing scratch matches.
- Assist the board and committee with developing strategic vision and future ground plans.

### Skills and Attributes

- Ability to communicate effectively.
- Strong relationships within the team, allowing the formulation of different groups working together on various responsibilities.
- Well-organized and able to delegate tasks.
- Thorough knowledge of team and league activities.
- Awareness of the future directions and plans of members and the league.

**Estimated time commitment required: 2 hours per week during the season.**

**Renegade Pub Football League Inc.**

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