



POSITION DESCRIPTION



SOUTH CROYDON FOOTBALL CLUB INC.

Date: 2013

Title: Timekeeper (1sts, 2nds, U19s)

**Incumbents: 1sts:
2nds:
U19s:**

Description:

To keep a record of time and scores for each match.

Requirements:

- Must be 18 years of age
- Each team must appoint a time keeper.

Duties:

- To complete the attached card in order of game being played i.e. Colts, 2nds, and 1sts.
- To keep a record of each quarter, fill in the time card and lodge with the field umpire at the conclusion of the last game played on the day.
- To keep a record of scores for use by the controlling body in the event of the goal umpire's cards not matching.
- To sound a bell or siren at the start and finish of each quarter.

Please refer to the timekeepers card (attached) for a detailed explanation of timekeeping procedures and guidelines and a detailed explanation of "when to add time on".

Internal/External Relationships:

- Football operations manager
- Game Day Manager
- Team Manager

Signed:

Date: