

## Expression of Interest for Appointed Position

### MATCH COMMITTEE

This form should be used to apply for appointed positions on the Women's Bowls NSW Match Committee.

<b>First Name:</b>		<b>Surname:</b>	
<b>Email Address:</b>		<b>Contact Phone Number:</b>	
<b>Club:</b>	<b>District:</b>	<b>National ID:</b>	

**Has the applicant ever received any disciplinary action by a club?**     Yes     No

**If yes, please provide relevant details:**

Terms of Reference for each of the Committee can be found on:

<http://www.womensbowlsnsw.org/Members-Resources/Constitution-By-Laws>

#### **Duties carried out by the Match Committee:**

1. Formulate the State Calendar of Events each year which enables Club and Districts to conduct their events which culminate in State Finals in all disciplines.
2. Receive all entries for State organised events and competitions, complete the draw and allocate greens for all games.
3. Settle all disputes arising about Conditions of Play for Pennant and other Association events (subject to appeal to the Association by any Member Club or any District).
4. Deal with all matters relevant to Match Committee and report as required.
5. Responsible for the program of events being run per the Laws of Bowls and the Conditions of Play as set down by WBNSW.
6. Review/respond to any reports received from Clubs/Districts as to the suitability/unsuitability of green/s for games.
7. Ensure that all green/s are deemed fit to play on during the progress of any Association event. If green/s become unsuitable make recommendations to stop play, until they can be declared fit to resume. Member Clubs may have to forfeit games until green/s are satisfactory to resume play.

8. Ensure Conditions of Play are reviewed annually to maintain player interest and meet changes in participation requirements.
9. All venue clubs used for Association events should be given as much information as is available to assist them in making the event run as smoothly as possible. The Match Committee should forward any information at regular intervals to keep interested parties updated. Advise numbers participating each day and numbers of Officials (including umpires, markers, and match officials) for catering requirements. The CEO/EO needs to be cc'd into any updates. In the event of a forfeit, advice should also be forwarded as soon as possible to enable adjustments if necessary.
10. The Match Committee is always responsible for the running of all Association events therefore all Match Committee members should discuss feasibility of their entering state events with the Chair.

**Candidates must also meet the following criteria:**

1. Demonstrated proficiency and a good working knowledge of computers, (particularly Microsoft Office Suite or equivalent)
2. Proven ability to communicate at all levels – written and oral
3. Demonstrated ability to interpret, understand and implement rules and regulations, particular to individual committees
4. Proven ability to operate within a team environment
5. Commitment to professionalism and confidentiality
6. Current Driver's Licence and own transport or access to transport
7. Disciplinary question above must be answered; however, this will not exclude applicant from attaining a position on the committee.

**By Executing this Expression of Interest, I agree:**

1. To abide by the Women's Bowls NSW Confidentiality Agreement and Code of Ethics if selected
2. Failure to abide by Women's Bowls NSW Confidentiality Agreement and Code of Ethics will result in my ineligibility for the position.

**Please complete the following questions:**

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1. Your Aims

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2. Your Experience

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3. Your ability relevant to the role

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By signing below, I confirm all information is true and correct to the best of my knowledge.

Candidate Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Nominations must be received by the CEO by close of business (4 pm) Wednesday 26 August 2020**  
**By email: [ceo@womensbowlsnsw.org](mailto:ceo@womensbowlsnsw.org)**  
**All Expressions of Interest received will receive a confirmation email within 24 business hours**