



Ariels Committee Positions and Volunteer Roles 2024

Executive Committee Positions

Position	No.	Reports to	When required / time committed	Role description / specific tasks
President	1	Ariels VCNA members	Ongoing - Committee Meetings (8-10 per yr); Event organisation meetings (prevent as required); ~5 hours per week for role and Committee tasks	Figurehead responsible for the functioning of Ariels working to assist Committee members with their roles and players/parents/officials with issues that arise; liaise with Netball Victoria, VMMNA and manage the Maroondah Nets licence agreement
Vice President	1	President	Ongoing - Committee Meetings (8-10 per yr); Event organisation meetings (prevent as required); ~2 hours per week for role and Committee tasks	Support the President in providing leadership and taking responsibility for the functioning and operations of Ariels with direct oversight of the representative netball program; stands in for the President when needed, including chairing meetings
Secretary	1	President	Ongoing - Committee Meetings (8-10 per yr); Event organisation meetings (prevent as required); ~2 hours per week for role and Committee tasks	Support the President in providing leadership and taking responsibility for the functioning and operations of Ariels with direct oversight of the representative netball program; stands in for the President when needed, including chairing meetings
Treasurer	1	President	Ongoing - Committee Meetings (8-10 per yr); Event organisation meetings (prevent as required); ~2-3 hours per week for financial matters and Committee tasks	Manage all Ariels financial matters, including invoicing, receipting, and banking all payments; pay all accounts, including umpire fees; and regularly report to the Committee on Ariels financial status
Events	1	President	Ongoing Committee Meetings (8-10 per yr) Event sub-Committee meetings (pre-event as required x 6 events) ~ 1 hour per week for volunteer coordination and Committee tasks	Manage and support volunteers coordinating or running activities and events, including: <ul style="list-style-type: none"> • Pre-season Camp • Ariels Tournament • Mildura Tournament • Representative Teams' Functions

General Committee Positions

Position	No.	Reports to	When required / time committed	Role description / specific tasks
M-League Coordinator		President		Manage and coordinate the MLeague registrations (including fees), provide assistance with uniforms.
Social Media (inc Website)		President	Ad hoc (~3 hr per week)	Manage and update Ariels website and social media to promote Ariels and Ariels activities and events
Sponsorship and Grants		President	Ongoing	Source and manage partnerships, sponsorships and market Ariels and its partners/sponsors to the broader community; liaise with the President.
General Committee		President	Ad hoc	Assist Committee members with any extra work.

Off Committee Positions

Position	No.	Reports to	When required / time committed	Role description / specific tasks
Tournaments	1	President	Ad hoc bookings (~4 hrs)	Compile 2023 calendar of Association tournaments; liaise with Head coach/Age Group Coordinators about team entries; enter teams, inform coaches and Team Managers; request tournament umpires through Umpires Coordinator
Equipment Co-Ordinator / Uniforms	1	President	November – new orders (~4 hrs) January – distribution (~6 hrs) July - new orders (~2 hrs) Ad hoc throughout year	Coordinate the supply, purchase and distribution of all uniforms and equipment as required for M-League and representative netball programs. Organise and manage all items in the HE Parker storage cage
Head Coach	1	President	Ongoing	Coordinate, support, and mentor the coaching team, help coaches plan and be available for coaches at any stage.

Umpire Co-Ordinator	1	President	Weekly - posting games, checking rosters and payments (~2-3 hrs) Ad hoc – tournaments (~1hr)	Organise umpires for weekly games, tournaments, and trials (via TeamApp); check umpiring rosters are filled and authorise umpires' match payments
Social Competitions	1	President	Ongoing – Weekly 2-4 hours a week	Help run the weekly open age social competition at The Rings on behalf of Ariels