

WPC CRICKET TASK SHEET

POSITION:	TEAM CAPTAIN (Seniors)
Task Objective:	To lead a Senior team and ensure that games are played according to the rules and traditions of the game
Support Person:	Senior Cricket Manager
Work Times:	Some pre-season activities and during the season
Expected Period of Role	Current season
Blue Card Required	No
Reward	\$150 (Captain), \$50 (Vice-Captain)

TEAM CAPTAIN TASKS	WHEN
Know rules of cricket and codes of behaviour <ul style="list-style-type: none"> • Ensure your players/members understand their obligation to sport and know the rules of play and the codes of behaviour for yourself, players, team management personnel and the penalty and reporting processes for non-compliance. • The Captain/Vice-Captain is responsible for the behaviour of players on the field. This definition includes any part of the cricket ground and not merely the field of play. • Report all players/team management that do not comply with code &/or have acceptable behaviour immediately (utilise the appropriate reporting process set by the club). 	Prior to season and Always
Take a leading role in team management. Team management consists of Captain, Vice-Captain and Manager and they are responsible for: <ul style="list-style-type: none"> • Ensuring players are duly registered and have necessary clearance to play. • Ensuring all players are financial (paid for the season or casual payments made on the day). • Notify players if game is washed out. • Captain team on/off cricket field. • Complete game results in MyCricket. • Delegate scorers/umpires as necessary. 	Always
Selecting and organising players for each week's game. <ul style="list-style-type: none"> • Prior to a new round each team captain will e-mail team list to Senior Cricket Manager by Thursday. If a player pulls out of a selected team after Thursday the captain will find another senior/junior player and e-mail Senior Cricket Manager the new team list. 	Always
Equipment safety <ul style="list-style-type: none"> • You are required to report any equipment non-compliance or risks to the Club Coach and/or Equipment Officer immediately. 	Always
Training <ul style="list-style-type: none"> • Training is encouraged to better develop cricket skills and to promote club camaraderie. 	Always
Risk Management <ul style="list-style-type: none"> • Ensure you are aware of the risk associated with the activities and the surrounding areas. • Your duty of care is to always be vigilant and mindful of your surroundings and the activities you are providing. 	Always
Team Administration <ul style="list-style-type: none"> • Attend Senior Team Management meetings. • Ensure you have full player names and contact details. 	Always
Game Administration - Pre game and Post game forms and Admin tasks are required to be completed and signed appropriately such as: <ul style="list-style-type: none"> • Completing Ground Inspection report. • Check with team manager/scorer that score is agreed and arrange reporting in MyCricket and to the newspaper as required. 	Pre game and Post game
Return of kit and equipment <ul style="list-style-type: none"> • The team kit and any club equipment is to be returned at the end of the season. 	End of Season
Use of Bowling Machine <ul style="list-style-type: none"> • Be competent at use of bowling machine and ensure adequate supervision when it is in use. 	During season

TEAM CAPTAIN TASKS	WHEN
Support and promulgate WPC Cricket's Modern Club Management approach to influence the culture within the club.	Pre-season to season end
Attend the Annual General Meeting of the club.	November
Attendance at Club Presentation <ul style="list-style-type: none"> To present awards to your team and end the season with a sense of accomplishment and pride, regardless of the season's results. 	End of Season

KEY RISKS
<p>Environmental Risks</p> <ul style="list-style-type: none"> Know where the potentially high risk areas are around your player's environment (toilets, car parks, and bush) and ensure players are aware of the safety rules and potential risk associated with each high risk area/s. If the weather or environmental conditions change - If it is too hot, wet, cold or stormy seriously consider if the players are 1) capable of participating or 2) they will be safe doing so - if you believe it may not be safe you may choose to 1) change the way the activity is conducted to meet the new conditions or 2) cancel. Remember player safety should be paramount during the decision making process. If you are unable to cancel – ensure play is adjusted to meet the challenging conditions such as in hot weather:- shorten playing times, increase players fluid intake, ensure players are given ample time to cool down appropriately, allow alterations to players uniforms to cater for extreme temperatures and conditions, reschedule game time to avoid the worst of the weather conditions. <p>To Players Safety occurs when</p> <ul style="list-style-type: none"> you don't follow the rules and/or implement common sense when carrying out your duties as Captain/Vice-Captain. you are not aware of the changes in the surrounding environment - most risk occurs due to complacency. you are not vigilant. you don't avoid the transmission of any blood, body fluid, or diseases. (Take extra care with towels, water bottles, sponges and all shared equipment). you allow injured players or players carrying a significant injury to play. you don't know how and what unacceptable behaviour is and unacceptable behaviour occurs it is not dealt with immediately or reported appropriately. players are not protected from harassment or bullying by any person on or off the field of play. you don't warm up and warm down players appropriately. your players don't understand their obligations to the safety of the sport, the club and other players.

I have read and understood all the policies, procedures and requirements expected of this role.

I agree to be bound by any Code of Behaviour and Policies of WPC for the time being in force, including Australian Cricket's 'Looking After our Kids' Code of Behaviour for Affiliated Associations and Clubs.

POSITION HOLDER

NAME	SIGNATURE	DATE
		/ /

DETAILS FOR PAYMENT OF REWARD

Name of Account	
Bank	
BSB	
Account No	