



Position Details

Position title: Clothing Coordinator

Date of review: September 2018

Position objective

The Clothing Coordinator is responsible for all aspects related to Clothing for the Club. Including liaison with suppliers and sourcing value for money goods.

Responsible To

The Clothing Coordinator is directly responsible to the President.

Responsibilities and Duties

- Liaison with clothing suppliers
- Ordering of player shorts and socks for registration days
- Sales and promotion of Valley Dragons merchandise
- Order on field gear when required
- Coordinate jersey allocation and return
- Maintain stock lists and conduct stocktakes

Knowledge and Skills Required

- A knowledge and understanding of the VDJRLFC and the ARL Code of Conduct and ARL Safe play Code is essential.
- Can communicate effectively and has good interpersonal skills
- Well organised and can delegate as required
- Well-developed liaison and negotiation skills
- Sound computer skills
- Knowledge of Microsoft Office programs
- WWVP