

Match Manager Responsibilities

- Opening of gates to the ground 1.30 hrs before the start of the match.
- Marking of the boundary and putting up the flag
- Ensure the clubhouse is open
- Seating and other furniture laid out - weather permitting.
- Ensure the provision of teas for the match. The cost of teas will be refunded.
- Switch ON the three points for the hot water system
- Ensure that teas, dishes and cutlery are laid out in time.
- Ensure that all cutlery and dishes are washed and put away
- Rubbish bags are disposed appropriately and not left overnight in the clubhouse.
- Provision of drinks for the team fielding and batsmen during hot weather
- Ensure we have a scorer, scorebooks, pens etc. and the scoreboard is operational.
- Collection of match and tea fees from both teams (Fees to be handed to the club captain, chairman, or treasurer with Match Day Finance Report)
- Ensure the club bar is manned.
- Take down and store the flag.
- At the end of each match, the Match Manager should ensure the clubhouse, bar and changing rooms are clean, locked, furniture secured in the clubhouse.
- Ensure that all lights and power switches are turned OFF, in particular, ensure the hot water switches are OFF
- Lock the gates to the ground at the end of the evening and hand the key to the ground to the match manager responsible for the next match.