# Club Name

your logo here

### Position Description Form

| **Job Title** | **Match Manager** | | |
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| **Accountability** | Club Executive via the Football Manager | | **Hours\_\_\_\_\_\_\_\_ / week – month - season** |
| General Description - Objectives | | | |
| * To ensure all home match day operations are conducted smoothly throughout the season | | | |
| Responsibilities | | | |
| * To ensure the ground and surrounding areas are safe for the days activities * To have gate keepers organised and in position at the correct time * To ensure the Team Managers are organised and well equipped for match days * Assist other committee members in their duties as required * Undertake tasks at the request of the President, Executive or General Committee | | | |
| Qualifications - Accreditations | | | |
| **Essential** | | **Desirable** | |
| Relationships | | | |
| * Reports to the Football Manager * Liaises with the Executive | | | |
| Reporting | | | |
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