

FIRST-AID OFFICER – Cambourne Exiles RFC

Main purpose of role: To be responsible for the provision of First-Aid within the club

Actual duties involved:

- To arrange training courses for volunteer First-Aiders, and to ensure that training is maintained and up-to-date.
- To liaise with Club First-Aiders to ensure cover at all games, home and away and training sessions
- To ensure that the contents of Club First-Aid kits and other Emergency equipment are regularly checked, maintained and replenished where necessary.
- To arrange additional external First-Aid cover where appropriate, eg at tournaments / events arranged by the Club.

Liaison with:

- All committee members and Club Officers
- External First Aid bodies and training bodies

The Post Holder will be responsible to : The Executive committee

Meeting to attend:

- Executive committee meetings if appropriate
- Annual General Meeting if appropriate

Estimated time commitment: On average 1-2 hours a week

Term of role: Appointed for 1 year, to retain the role for a maximum of 3 years.

Benefits: Associated expenses will be reimbursed from club funds as approved by the committee and directed by the Treasurer

Other information: Established First-Aid skills desirable.