**NORTHEAST BASKETBALL ASSOCATION JERSEY AND EQUIPMENT MANAGER ROLE**

We require **one volunteer** from every team to be the Jersey and Equipment Manager.

**Jersey Duties:**

Look after the team jerseys for the season which includes collecting them after games, washing them, and ensuring that they are at every game 30 minutes before game time. This could mean that they are dropped off at practice with the coach.

**Equipment Duties:**

To assist the coach with the looking after of the team equipment during the season of play as require.

**Year End Responsibility:**

Jersey and Equipment manager, as well as the coach, are responsible for the safe return of all equipment and jerseys on the designated equipment return date. If they are not returned on the designated equipment return date, the jersey managers cheque/credit card hold will be cashed.

**Clean Jerseys and pinnies** must be returned with the remainder of the equipment.

**Volunteer Credits:**

Please note you will receive volunteer credits for this role provided that your registered as the Jersey and Equipment volunteer with our Executive director. Please email [neba5@shaw.ca](mailto:neba5@shaw.ca) regarding this, with a copy of the email to your head coach. Once this is received you will be added to the Jersey and Equipment Manager volunteer list, and removed from the other volunteer activity you selected. **This is to be done by the 27th of September so that you can be removed from other duties.**

NEBA Executive

2019

Coaches please provide a copy of this policy to the person who will be doing your jerseys and keep one copy for your records.

Jersey parent: Name phone email address