



COURTS DIRECTOR

JOB DESCRIPTION

The Courts Director for Croquet Victoria will have overall responsibility for matters relevant to the field of play including the immediate surrounds, but not including the surrounding lawn areas and gardens.

Supervision

The Courts Director is an appointee of the Council of Croquet Victoria and reports regularly to that body and the Committee of Management, through the Secretary. Reports are to include details of activities and expenditure.

Duties

The duties of the Courts Director include the following, as appropriate:

- Be the primary contact for the Green Keeper;
- Work with the Green Keeper to develop Work Programs and Budgets for the lawns;
- Work with the Green Keeper to develop replacement programs for lawn machinery and requisites;
- Ensure that the lawns are maintained in accordance with work and budget programs;
- Participate in Green Keeper performance reviews;
- Arrange lawn preparation, line marking, hoop placement, etc;
- Other activities as appropriate.