

**Title:** Equipment Officer

**Outline:** To manage the club shooting equipment

**Responsible for:** All club shooting and peripheral equipment

**Responsible to:** The Chairman and Committee

**Main Contacts:** Treasurer, coaches and committee.

“General” Main Tasks	“Specific” Tasks Agreed with the Committee
<ul style="list-style-type: none"> <li>Identify and arrange for purchase and storage of new shooting equipment</li> </ul>	
<ul style="list-style-type: none"> <li>Identify shooting equipment that needs to be replaced and arrange for purchase</li> </ul>	
<ul style="list-style-type: none"> <li>Maintain shooting equipment to ensure fit and safe to use</li> </ul>	
<ul style="list-style-type: none"> <li>Work with the coaching team to identify any improvements, equipment, maintenance etc required</li> </ul>	
<ul style="list-style-type: none"> <li>Provide information and documents as appropriate, to the Club secretary to keep the Club asset register up to date.</li> </ul>	
<ul style="list-style-type: none"> <li>Be a full and active member of the Committee.</li> </ul>	