



## Rouse Hill Rams Football

P.O. Box 3708, Rouse Hill  
NSW 2155, Australia

ABN 21 642 893 366

### ROUSE HILL RAMS FOOTBALL 2025 WINTER SEASON VOLUNTEER COMMITTEE MEMBER

Rouse Hill Rams Football Club (RHRF) is a volunteer-led organisation that relies on the contributions of dedicated committee members to ensure its smooth operation and growth. The following terms and conditions outline committee members' roles, responsibilities, and expectations.

#### GENERAL REQUIREMENTS

**Volunteer Role:** Committee members serve in a voluntary capacity to manage the club's operations, ensure compliance with regulations, and support the football community.

**Term of Service:** Committee members are typically elected or appointed for a 12-month term, with opportunities for re-election at the Annual General Meeting (AGM).

**Working with Children Check (WWCC):** If their role involves working with minors, all committee members must hold a valid WWCC, as required by Football NSW.

**Attendance:** Members are expected to attend monthly committee meetings and participate in key club events, including registration days, grading, and fundraising activities.

#### RESPONSIBILITIES

##### Club Operations:

- Oversee the club's daily operations, ensuring compliance with Football NSW and Hills Football regulations.
- Contribute to decision-making processes that benefit the club and its members.

##### Support for Volunteers:

- Provide guidance and support to coaches, team managers, and other volunteers.
- Assist in resolving disputes or issues raised by players, parents, or members.

##### Communication:

- Represent the club in communications with external stakeholders, including Hills Football Association, Football NSW, sponsors, and the broader community.
- Ensure transparent and timely communication with club members regarding policies, events, and updates.

##### Event Coordination:

Participate in and help coordinate key club events, such as registration days, grading, presentation days, and fundraising initiatives.



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### Financial Oversight (executives only):

- Assist in managing the club's budget, expenses, and sponsorship funds (e.g., Treasurer's role).
- Ensure all financial transactions are transparent and align with the club's financial policies.

### Governance and Policy:

- Uphold the club's constitution, policies, and procedures.
- Regularly review and update club policies to meet current needs and standards.

### EXPECTATIONS

#### Conduct and Professionalism:

- Always act in the best interests of the club.
- Uphold and promote the club's values, mission, and Code of Conduct.

#### Confidentiality:

Respect and maintain the confidentiality of sensitive club information, including member details, financial data, and internal discussions.

#### Teamwork:

Collaborate effectively with other committee members, valuing diverse opinions and perspectives.

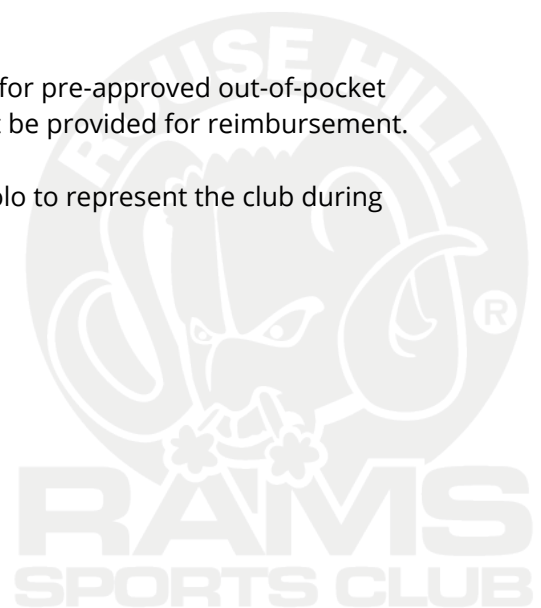
#### Time Commitment:

Dedicate sufficient time to fulfil the role's responsibilities, including attending meetings and events.

### REIMBURSEMENTS

**Expenses:** Committee members may claim reimbursement for pre-approved out-of-pocket expenses incurred while fulfilling their duties. Receipts must be provided for reimbursement.

**Uniforms:** Committee members will receive official RHRF polo to represent the club during events.





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### RESIGNATION OR REMOVAL

**Resignation:** Members who wish to resign must provide written notice to the committee, allowing sufficient time for a replacement to be appointed.

### Removal:

The club reserves the right to remove a committee member who fails to:

- Adhere to the club's Code of Conduct or policies.
- Fulfill their responsibilities or attend the required meetings/events.
- Act in the best interest of the club.

### INDEMNITY

Committee members will not be held personally liable for decisions made in good faith while fulfilling their club duties.

