



# **Somerset County Archery Association**

**\*\*\* Role of the Tournament Organiser \*\*\*  
(TR8)**

## **INTRODUCTION**

The position of Judge Liaison Officer (JLO) is extremely important for the Association. As an elected member of The Association you will also be a member of the Council under Clauses 24 and 29 of the Association's Constitution which states:

The Council shall comprise of the Officers, the Retiring Chairman, Specialist Officers elected at the Annual General Meeting, Co-opted Members, and one member from each affiliated Club

## **SPECIFIC DUTIES & RESPONSIBILITIES**

The following will be the specific responsibility of the TO who shall be responsible for the:

- SCAA Senior Outdoor Championship
- SCAA Senior Indoor Championship
- SCAA FITA Star
- SCAA Junior Outdoor Championship
- SCAA Junior Indoor Championship
- SCAA Interclub Championship

And will.....

- 1) Liaise with the Vice Chairperson of the Association;
- 2) Agree with the Executive and Council the date of the competition;
- 3) Apply to ArcheryGB for record status if appropriate and arrange relevant fees to be paid;
- 4) Ensure the venue is available and is properly risk assessed;
- 5) Range layouts are in accordance with the current GNAS Rules of Shooting;
- 6) Produce a calendar of SCAA tournaments for the coming year.
- 7) Select, recover from previous year's winners and purchase suitable trophies subject to Executive and Council approval;
- 8) Advertise the competition;
- 9) Receive and records entrants;
- 10) Arrange for relevant personnel eg Judges, Field Captains, Lady Paramount, Students;
- 11) Produce Target lists and publish as appropriate;
- 12) Liaise with caterers if required;
- 13) Work out results at end of events;
- 14) Produce results sheet for Website and County Records Officer;

- 15) Maintain an up to date and accurate record of trophies for the appropriate competition;
- 16) Liaise with the Junior and Senior Team Representative to ensure he/she is up to date with current scores for County Selection.
- 17) To attend County meetings whenever possible and give a report;

The above could be subject to change should the Association's Constitution be amended or if duties or specific tasks need to be amended.

### **REQUIRED SKILLS, QUALIFICATIONS AND EXPERTISE**

It is important that the Association recognise the significance of this position and to this effect the postholder must be:

- 1) A member of the Governing Body AGB;
- 2) A Full Member of the Association;
- 3) 18 years of age or older;
- 4) Have undertaken the SportsCoach UK Safeguarding and Protecting Children workshop or an equivalent recognised direct delivery training course within the past three years;
- 5) Share and uphold the aims and objectives of the Association