

## **POSITION DESCRIPTION**



**Position Title:**                    **Dirt Track Rep**

**Club:**                                **North West Victorian Motorcycle Club**

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### **Key Responsibilities, Duties & Skills:**

- **To form a Team to plan Dirt Track race meetings and Practice Days.**
- **To organize officials, sign on persons, scorers, track curators for preparation of any Dirt Track meetings held.**
- **To hold Aggregate Points for the year.**
- **To organize any Trophies or raffles required for events.**
- **To make sure amenities are clean and tidy before a meeting and a clean up occurs after.**
- **To be responsible for catering on Practice Days.**
- **To organise the alcohol and Bar Staff for the events.**
- **To attend regular General and Committee meetings.**
- **To have the ability to work as part of and contribute to the Team.**
- **To have good communication, listening and negotiating skills.**