



Mudgee Black Swans Australian Football Club Inc.

All correspondence: PO Box 1068 Mudgee NSW 2850
OR secretary@mudgeeblackswans.com

Council Liaison Officer

Objectives

- To establish and maintain a strong and healthy working partnership with Mid-Western Regional Council and Mudgee Sports Council
- To ensure clubrooms and oval remain at the highest possible standard at all times

Responsibilities

- Manage the maintenance of all facilities at club
- Organise any repairs to the facilities
- Coordinate the handover of keys and the facility at the end of each season in line with council requirements
- Plan continuous upgrading of facilities
- Inform club of council grants and capital works when they become available and liaise with the Grants Officer in submitting grant applications
- Attend council meetings, workshops and forums where required
- To be the club contact for all council dealings

Relationships

- Liaise with MWRC Sport & Recreation
- Liaise with Sports Council

Accountability

- Reports to Club President & club executive

