

# Ice Hockey Queensland Inc Policy Document

## Role and Responsibilities

**Position:** State Team Equipment Manager

**Reporting to:** State Team Manager and State Team Coach

**Responsible for:** To service and maintain all playing equipment needs associated with the team and players from the time of appointment to the conclusion of the Championship

**Duties:**

- In consultation with the Team Manager and Team Coach, compile a list of necessary equipment the team and players will require
- Ensure all players and assistants follow all directives and protocol as defined by the Team Manager and Assistant Manager
- Control the team's equipment from the time of departure and return and return to Queensland at the conclusion of the Championship
- Ensure all baggage associated with the team is properly checked and tagged on all air and ground transport
- Have in readiness at all times all equipment as is required by the team and players
- Liaise on any matters concerning a players equipment and report these matters and/or issues to the Team Coach or Assistant Manager
- Has authority to allocate tasks to players who are not competing or are injured. Tasks allocated to injured players are to be consulted with and approved by the Team Coach and Medical Officer.
- On completion of the National Championship and within 20 days, prepare and submit a written report to the Team Manager covering the team's equipment including any recommendations for improvement
- Must a registered member of IHQ