

# Team Captain

## Overview of the Role

The Team Captain is responsible for organising the relevant team, and works closely with other Team Captains at the Club, motivating the Team and ensuring that they represent the Club in the best possible manner in Team matches.

A Team Captain is a voluntary position at GTC where a member manages a league team. Their role is to fairly pick players to play in team matches considering, among other things, who creates good pairings while ensuring inclusivity of all team members, liaise with other captains in the league, encourage players to play for the Club's teams, and generally be a good ambassador for the Club.

## What you will be doing

Exact responsibilities will be agreed (and may be shared) but will likely include:

- To work with the other Team captains to set up team trials and practices
- Produce, with input from Team captains, a list of players to represent that Team, having regard to any Team Selection Guidelines as published by the Committee
- Ensure that any changes to home team matches are agreed with other Team captains and in line with the calendar of events
- To book courts, provide balls and arrange appropriate refreshments for home matches
- To submit results to the League/Cup organisers as well as to the Secretary, Digital Tech officer editor and Publicity officer
- Collect subs from Team players in the amount agreed by the Committee at the beginning of the season and ensure these are paid to the Club by the end of the season at the latest
- Ensure the Clubhouse is left in a clean manner following each home match and that the courts are swept
- To promote Fair Play both on and off court

## Skills and experiences needed for the role

- Genuine interest in being involved in the running of a Club Team
- Approachable and friendly
- Good communication and IT skills
- Enthusiastic motivator and "team player"
- Well organised, reliable and a good delegator

## Time commitment

- Time commitment will vary dependent upon tasks but during the season when league/cup matches are played it could be as much as 4-5 hours/week (including playing at/attending a match)
- You may be required to attend the occasional Committee meetings and the AGM