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**Job Description Masters Coordinator**

Masters (over 40) player is a growing part of badminton in Sussex.

The county currently enters teams the Badminton England Masters inter County Competition covering over 40,45,50,55,60 65, and 70 years of age and Master’s Challenge weekends in all age groups.

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**Role description**

To oversee the successful delivery of Master’s Badminton on behalf of Sussex County Badminton Management Committee.

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**Main Duties and Responsibilities**

* For each season confirm that there is a captain designated for each age group.
* At the appropriate time, formally enter the teams with Badminton England for both league and challenge competitions.
* Organise pre-season practice sessions and invite players to attend (delegate responsibility running them as required)
* Confirm the home venue, book courts and arrange the home and away fixtures with the other counties in our regional group.
* Identify potential players, eligible to play for Sussex, and arrange practices and trials before the season starts.
* Comply with the requirements issued by Badminton England.
* Attend the National Masters Coordinators meeting, held annually in Milton Keynes, usually in May. (It is an opportunity to contribute to decisions made about Masters matters)
* Arrange for a supply of shuttles, from county stock, for each age group captain for their home matches.
* Ensure that the appropriate match fees are collected by the team captain (finances are managed through the county accounts and county treasurer)
* Ensure that information about master’s matters is entered on the county web site.

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Applications to [SCBA\_Secretary@mail.com](mailto:SCBA_Secretary@mail.com) by 30th April 2021

9/3/21