

Useful References

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The secret of victory lies in the organization of the non-obvious.—Oswald Spengler

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The Registrar

Is fast becoming a growing role in many sporting clubs due to the requirements of online data entry and detailed registration requirements.

What does the Registrar do?

- Advertises registration dates, venues and processes.
- Co-ordinates the taking of player registrations and, in conjunction with the treasurer, collects fees.
- Undertakes clearance or transfer processes.
- Liaises with the Association officials.
- Enters all necessary registration data (either hard copies or electronically).
- Informs the committee of player transfer or clearance requests—submits the response accordingly.
- Enters weekly match data or oversees those who do.
- Provides data upon request.
- Summarises the season's data for the determination of club awards.

The Key to a Registrar's job is:

- Communication—to avoid issues of player ineligibility.
- Working very closely with the Treasurer and Secretary.
- Being statistically inclined.
- (and in this day and age) Being computer literate and able to operate their association's or state body's online system.
- To have an organised system whereby players' details can be readily accessed.