## **Example of Role Descriptions Plan** Complete? Role Potential division of role **Description to be** By Whom By When developed or reviewed To be developed Umpire Senior Umpire Coordinator John Smith 30 Nov 2013 No Coordinator Junior Umpire Coordinator To be developed Jane Brown 31 Aug 2013 Yes A/B Grade Umpire To be reviewed **Shane Jones** 30 Nov 2013 No **Canteen Manager** Manager stock control/buying Coordinator of volunteer roster Weekly supervisor **Grounds and** Maintenance **Junior Coach** Secretary Minute taker Correspondence coordinator

