



Ground Manager

- The Ground Manager is the Official Jets Representative at Amaroo – they are expected to have a good understanding of the AFL Canberra By-Laws, ensure that the game day environment is the best possible and that the Code of Conduct is adhered to at all times.
- Ground Manager should arrive at ground at least an hour before first game and wear the Ground Manager hi-vis vest located in the equipment shed.
- You are not responsible for setting up the fields, this is the responsibility of the team playing first on each field. But you may be required to give them assistance and push them to get it done in time.
- In the Junior Equipment Container (coaches all have code for this) there is a lanyard hanging near the blue Game Day Box – this lanyard has keys to toilets, change rooms, medical room Game Day Container and canteen.
- You will be advised where the key and code for the Hanger is prior to your duty.
- Unlock both Hangar padlocks -> open metal sliding door -> open glass sliding door -> enter alarm code immediately (enter code twice if required) -> turn lights on. (Reverse for end of day).
- The scorer / time keeper room is to be unlocked.
- Turn on the power to the siren and test.
- Open the Roller shutter – return switch to off position when fully up / down.
- Please ensure that the Hangar is left neat and tidy – no boots to be worn in Hangar.
- Confirm that SMA has arrived (within 15 minutes of start time) – if not call Subhasish Mukhopadhyay on 0405110093 or Terry Evans on 0438 150 508 ASAP.
- You should introduce yourself to all team managers (both clubs) and advise them that we have SMA here as the ERC and are available for any injuries (not for preventative strapping) to both teams. Their Team Runner should be used in the first instance and call SMA onto the field if needed. SMA should hang around the Medical Room when not attending to injuries.

- Advise teams that they are welcome to use change rooms (usually top oval teams only) but that they should clear all belongings out after half time to let next team / club into rooms.
- Advise teams that the canteen is open and Coffee Van in attendance.
- Show umpires to Umpire change rooms.
- Ensure that 2 umpires are officiating for EVERY game – game is not to start with one umpire unless both teams agree – refer By-Laws.
- Escort umpires to / from ground as at every break (1/4 time, ½ time and ¾ time) – no player, coach or Manager is to approach the umpire during the game.
- The Team Manager is allowed to approach the umpire before and at half time ONLY to provide a Team Sheet IAW By-Laws.
- You are there as the official Jets Representative – the list above is not exhaustive.
- Refer to AFL Canberra Ground Manager Checklist (<http://gungahlinjets.com.au/wp-content/uploads/2015/08/Ground-Manager-Checklist.pdf>)

Handy Numbers:

Steve Wall	0414 807 660
Terry Evans	0438 150 508
ACT Government Ranger	0409 791 523