



Swindon & District Football League

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JOB TITLE:

Discipline Secretary.

OBJECTIVE:

To ensure clubs/players are not in breach of league and cup rules, and to facilitate and manage club appeals, league discipline meetings and documentation as required.

RESPONSIBILITIES:

- Issuing and managing charges to conclusion as requested by the league management committee.
- Arranging and Managing Club/Player Discipline meetings.
- Working with the Treasurer to ensure fines are paid and case are closed
- Use and manage the sdfl.discipline@outlook.com mailbox

RELATIONSHIPS:

- League Officers.
- Club Secretaries.

ACCOUNTABILITY:

- The Discipline Secretary is accountable to the Chairman.