

# Swindon and District Football League

Formed in 1891



## JOB TITLE:

Results Secretary.

## OBJECTIVE:

To ensure correct score lines are published, in line with expectations.

## RESPONSIBILITIES:

- Collation and checking of score lines.
- Collation and checking of match returns for ineligible players.
- Collation and checking of goal scorers.
- Publication of results/tables on website.
- Communication of results to Evening Advertiser.
- Issue fines for late/incorrect results and match returns.

## RELATIONSHIPS:

- Registration Secretary.
- Discipline Secretary..
- Other League Officers.
- Club Secretaries.

## ACCOUNTABILITY:

- The Registration Secretary is accountable to the Chairman.