



# STURT BOWLING CLUB

## DUTY RINK RESPONSIBILITIES

### BEFORE

**Start duties before 1045 Wednesdays, 900 Thursdays, and 1130 Saturdays.**

**Greens must be ready by 1115, 930 and 1200 respectively.**

- Turn on fountain
- Put up flags: Australian (north pole) and Sturt club (south pole) flags are in the office, along with the flagpole winder
- Set out division and rink numbers, on the board which is hung on the pole near the men's change room
- Set out umpires of day (all umpires who are playing at home) on the board near men's change room
- Place numbers and boundary pegs out for each rink – check green keepers board for rinks advice (odds/evens/colours)
- Place two mats behind each number, and a jack on each tee.
- Place 4 wind flags on each green and 2 on the central walkway
- Set all scores boards to zero, and put Sturt and Visitors magnetic strips out
- Ensure bench seats are clean
- Check water coolers in club house for water
- Check that ladies' toilet at the western end of the building is open
- Ensure both hot water urns are full and heating up
- Place two trays of coffee cups on the kitchen service window
- Set up tea, coffee, sugar and milk jugs.

### AFTER

**To commence once ALL rinks on green are finished**

- **DO NOT CHANGE SCORE BOARDS**
- Reversal of other *BEFORE* duties.
- Shade cloths on northern end of the greens are the responsibility of individual rinks. However, after the game please check that all shade cloths are retracted.
- Pick up rubbish and place in bin.