



# CALGARY RUGBY UNION

Box 5888, Station "A", Calgary, Alberta T2H 1Y4

Office: 403-255-9199

Fields 9025 Shepard Rd SE

MEMBER  
Canadian Rugby Union  
Alberta Rugby Union  
Sports Alberta

## WOMENS RUGBY DIRECTOR

**Term: 2 Years**

### Roles and Responsibilities

- Periodic check-ins with the representatives of Women's Rugby from each club to ensure CRU programing is representing the needs of the member clubs
- Be point of contact for any issues that arise during the season in cooperation with the program director (ie. Player eligibility, issues with scheduling, Rule infringements)
- Encourage member clubs to bring forth improvements/pain points at full board meetings or bring forth on behalf of them.
- Make decisions on whether sanctions are to be applied on all non-Alberta Rugby run leagues ie. Senior Women's Div 1
- Inform President of any major issues within the programs and request assistance if needed.
- Input into League structure, scheduling of fixtures and field allocations
- Work with clubs to increase registration and retention of players
- Contribute to the general promotion of women's rugby within the community using resources within the CRU Board ie. Marketing, Administrator
- Lead any special events for women's rugby with the support of the program director and form organizing committees when necessary. (Women's Day)
- Be the main point of contact for any issues with the Alberta Women's Premier League and represent the interests of the CRU at meetings held with Rugby Alberta
- Work with developing clubs in order to tailor leagues so that developing clubs have an opportunity to flourish allowing the growth of the sport
- Stay current in knowledge of Rugby Alberta Rules and Regulations and CRU Rules and Regulations
- Support Representative Rugby Program (Mavericks) if necessary

### Time Commitment

September to February – 1-3 hours/month average

- Attend Post (September) and Pre-season meetings, before declarations go out (February or March)
- Write Directors report for AGM in January
- Attend AGM in January
- Attend monthly board meetings (September, October, December, January, February)

March to August - 10-15 hours/month average

- Attend monthly board meetings
  - Attend Rugby Alberta Prem season planning meetings
  - Work with Program Director in creating schedule for SW2/SW3
  - Follow-up on action items
  - Dealing with general job description items
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