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***Isle of Man Badminton Association***

***Island Games Representative***

Name of coach:

Responsible to: IOMBA Executive Committee

**MAIN DUTIES**

* To represent the IOMBA at all scheduled IGA meetings
* To report the findings of the IGA meetings to the IOMBA Executive at the earliest possible opportunity: this should take the form of a written report submitted in advance of the meeting as directed by the Association Secretary
* To ensure that all Island Games related nominations and decisions which have to be taken by the Executive are undertaken promptly and within the time allocated by the IGA and following appropriate notification of the IOMBA Executive of the matters to be discussed and resolved
* To attend Executive Committee meetings and Development Committee meetings as appropriate to report on relevant progress.
* To ensure that the appropriate post-holders are notified of all appropriate dates and deadlines for team selection, nomination of team manager and related posts, payment of fees etc

SIGNED: DATE:

NAME: