

# Suffolk County Athletics Association

## Cross Country Secretary



### Role Description

- Responsible for the overall organisation of the annual SCAA cross country championships, liaising with other relevant officers as appropriate. Duties include; receiving entries for the annual SCAA cross country championships; plan and measure course route; organise first aid; event promotion; collating and distributing results;
- Arrange or assist in other Cross Country Series events on behalf of the SCAA as they become available;
- Collate a list of local cross country events and pass on details to website administrator ensure website is kept up to date;
- Be a main point of contact regarding county cross country events and respond to enquiries from affiliated clubs/ members;
- Report on latest developments from England Athletics, UKA and Run Britain regarding all things Cross Country, including rules, best practices and future developments;
- Attend executive committee meeting and report on progress and upcoming events.