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| **Role** | First Aid Kit Manager |
| **Committee Status** | Non – Committee Role |
| **Responsible to** | Kit Manager |
| **Working with** | 1. Kit Manager, coaches and team captains to provide and re-stock first aid equipment |

**Roles & Responsibilities:**

1. Maintain an inventory of all first aid kits held by GNC.
2. Order first aid kit as appropriate. Liaise with the Kit Manager, coaches and team captains regarding stock levels.
3. Be the first point of contact for all first aid kit related queries.
4. Carry out all roles and responsibilities in line with the GNC Privacy Policy and all other relevant policies and procedures.
5. Be a positive role model for GNC club members/ volunteers by upholding the GNC Code of Conduct and acting as an ambassador of the club.