



National Handicapper Terms of Reference

1. **Authority for Appointment.** The Croquet Australia National Handicapper (NH) is authorised by the Board to carry out the undermentioned responsibilities and functions on behalf of the Board.
2. **Appointment** NH is appointed by the Board for a period of two years at the Board meeting following the AGM. In the case of a casual vacancy, a person may be appointed to fill the remainder of the term of that appointment.
3. **Responsibilities.** The National Handicapper shall:
 - 3.1. administer the National Handicapping System (NHS) as approved by the Board and recommend any changes to the system that appear to be warranted.
 - 3.2. ensure that a record of all player handicaps is maintained as required by the NHS.
 - 3.3. liaise with State appointed Handicappers to encourage the continued use of the NHS.
 - 3.4. ensure that up to date information on the NHS is maintained on the ACA website
 - 3.5. act as the first point of inquiry for all matters relating to the NHS.
 - 3.6. assist State Associations in the training of club handicappers
4. **Management**
 - 4.1. The NH is responsible to the Board and accountable for all decisions made and actions taken in the performance of their duties.
 - 4.2. The NH shall provide reports to the Board as requested and shall, in any case, provide a report for inclusion in the Croquet Australia Annual Report.

Authorisation

Approved by the Board, (date)

Jim Clement
Secretary to the Board