



**INTRODUCTION TO
UNION ADMINISTRATION
BEST PRACTICE**



FOREWORD

This resource has been produced to provide Unions with a suite of resources that can be used for Union Administration.

The resource pack comprises:

- 1 CD
- A written Resource Folder

The CD comprises:

A compilation of all written resources available in this Union Administration Best Practice resource. They are in two formats, Quark Express and PDF, from which you can decide your printing requirements.

Resource Folder:

You are now reading from the Resource Folder. It is comprised of a number of Units that are listed in the contents page.



Important note

The IRB has provided all written resources in the Resource Folder on CD, so that you can print further copies of the Union Administration Best Practice resources and distribute to schools, rugby clubs, coaches, provincial Unions, and tertiary institutions, to name but a few.

It should be noted however, that in accepting this Union Administration Best Practice Resource, Unions automatically undertake that they would not sell any of this resource for profit to other Unions or persons. Recompense for reproduction of these resources within your Union is acceptable.

It is imperative that resources such as these are spread throughout your Union and utilised to assist in the development through administration best practice in the game of Rugby.

This resource is not presented as a definitive work on it's subject, but as a resource containing what may be considered Best Practice in the area of Union Administration.

This resource will be added to from time to time, when aspects of the Union Administration take on further development. This updated information will be forwarded to recipients, so that it may be added to the resource.

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