

CLUB COACHING CO-ORDINATOR DUTIES

INTRODUCTION

The role of the club coaching co-ordinator is a pivotal role in the football club environment, which is designed to assist in the support and continual development of coaches and their support staff.

The club coaching co-ordinator is a liaison between the club committee, local league and other football stake holders.

The implementation of this position is essential in further increasing local club development in football and improving the standard of conduct and performance by coaches and their support staff.

This particular role description is segmented into two areas with the first seen as mandatory requirements and the second, as the name suggests, is a list of optional requirements which would further enhance the role given time and other priorities.

Mandatory requirements;

Current Australian Football Level 1 Accreditation

Excellent People management and Communication skills

Past coaching experience

Recommended Requirements;

Not a current coach

Understanding of regional football structures

Sound technical knowledge in football

The Role – Mandatory

1. To assist the junior club committee in interviewing, assessing and selecting coaches.
2. Develop relevant job descriptions for all coaching positions
3. Develop a club coaching handbook including the philosophy and the policies of the club
4. Develop desiring interview questions and selection criteria for coaching positions
5. Conduct club coaching meetings to cover areas of support, evaluation and in servicing
6. Nominate suitable coaches for regional coach of the year awards
7. Oversee and develop club policy relating to code of conduct compliance and grievance procedures
8. Ensure role out of AFL Kids First & Positive or Pointless weekend
9. Conflict resolution – Parent and coach arbitrator
10. Volunteer recruitment
11. Ensure all coaches have access and complete level 1 or 2 coach accreditation requirements
12. Liaise and access coaching resource
13. Maintain accurate records of accreditation status of coaches with league officials
14. Assist coaches with their re-accreditation needs
15. Promote and apply sequential football curriculum for all age groups at the club
16. Evaluate coaching performance at training/ match day using coach education evaluation forms
17. Develop a support / mentoring program at the club
18. Register coaches with local leagues

The Role – Optional

1. Develop succession plan for coaching at the club
2. Coordinate rostering demands of grounds / facility use between teams at the club
3. Identify reasonable personal to develop links with schools and Auskick
4. Assist in developing and implement transition program for Auskickers into the club
5. Develop links with senior clubs where appropriate
6. Implement transition program for junior players into the senior club