



YOUTH COORDINATOR

Job Title: Youth Coordinator

Responsible to: Club Coach Coordinator

Skills and Attributes Required:

- Enthusiasm
- Well organised
- Good at delegation
- Prepared to make a regular time commitment
- Confidence
- Good knowledge of the workings of the club
- Good written and spoken communicator
- Good knowledge of administrative procedures and rules

Main Duties:

1. Act as the main contact for parents of youth players (U11 and U13)
2. Act as the main contact for all coaches of youth teams (U11 and U13)
3. Induct any new youth coaches to the club (U11 and U13)
4. Ensure all coaches have everything they need for the season
5. Ensure all girls are playing in the correct team for their age and ability
6. Ensure every team has a coach and enough players

Time Commitment: 1-2 hours per week

SIGNATURES

Chairperson _____ Date _____

Secretary _____ Date _____