



## **Position Description**

Date of Issue:- 02 February 2008

**Position Title:-** Head of Coaching

**Reports To:-** President and Members

**Purpose of Position:-** To act as Head Coach and coordinate all playing operations of the club.

### ***Responsibilities and Duties***

As Head of Coaching:

- Devise the annual plan for playing operations (training dates, times, tours etc) for both Seniors and Juniors.
- Advise the Secretary of team entries for the season by 30 March.
- Submit a budget for playing operations to the Committee for approval by 31 January.
- Develop and implement a plan for junior expansion and improved recruitment from local schools.
- Devise a plan for the development of coaches, TJs and referees within the club.
- Liaise with the VRU development officers to assist in the promotion of the MRUFC and development of club skills.
- Liaise with the VRU State coaches.
- Train all club teams to the best of their ability
- Develop team respect for the ability of players, opponents as well as, the judgement of referees and opposing coaches
- Liaise with Team Manager for match and training session management

### ***Knowledge and Skills required***

Ideally the Playing Operations manager/Head Coach is someone who:

- Holds an ARU Level 3 coaching qualification
- Has a minimum of 3 years coaching experience at VRU First Grade level or equivalent.
- Has had experience leading other qualified Level 2 coaches.
- Is committed to best management and coaching practices.
- Is trustworthy, dependable and honest at all times.
- Has good oral and written communication skills
- Has good organisational
- Has good leadership skills

### ***Estimated Time Commitment Required and Period of Appointment***

The estimated time commitment required as the Head of Coaching is 10 hours per week during the season and six hours out of season.

The Head of Coaching is appointed by the Club Committee for a period of one year. The Head of Coaching is an honorary position.