

LANSDOWN HOCKEY CLUB

www.lansdownhockey.co.uk



YOUTH CO-ORDINATOR ROLES & RESPONSIBILITIES

NAME:

REPORTING TO: Lansdown Hockey Club Committee

Role Purpose

The main purpose of the Youth Coordinator is to oversee the development of junior team coaches and teams, providing the link between Lansdown Hockey Club (LHC) juniors, schools, and other relevant organisations.

Main Duties

- To act as the central point for communication for all aspects of junior and school activities for LHC members
- Co-ordinate the recruitment of junior players
- Co-ordinate the recruitment of coaches / managers for junior sessions and teams
- Assisting/delivering junior sessions
- Liaise with schools to recruit junior players
- Liaise with Local Authority Sports Development Unit / County Hockey Development Officer to recruit junior players, recommend players to development centres and or centres of excellence, county squads, etc
- To provide and distribute information on junior and schools information as required
- To ensure agendas and reports are circulated prior to meetings of the youth and/or schools associations
- To sit on LHC Committee
- Issue match fixture lists to the players and team captains
- Arrange any additional matches in line with the England Hockey LTAD system and club requirements
- Ensure a first kit is available at training and matches and be responsible for the kit
- Liaise with team captains and coaches

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- Send reports to the Publicity officer

This role description is not to be regarded as exclusive or exhaustive and in consultation with the County committee, may be altered at any time.

Experience or Attributes

- Good organisational, administration and communication skills.
 - Experience in writing reports
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Benefits to Lansdown Hockey Club

- Enhancement of skills and supporting the county to deliver to young people.
 - Increased opportunities for young people up to the age of 18 to access hockey.
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Special Conditions

- Up to Date Enhanced CRB Disclosure -
- Attendance of the sports coach UK 'Safeguarding and Protecting Children' Course -
- Attendance on the sports coach UK 'Equity in your Coaching' Course -

Signed (Chair Person) : Date

Print Name:

Signed (Club Secretary):.....Date

Print Name: