



DINTON CRICKET CLUB
Oxford Road, Dinton, Aylesbury, Buckinghamshire
(Between Aylesbury and Thame on the A418)
Clubhouse ☎ 01296 747254



Job Description: Junior Team Manager

Volunteer Job Title	Junior Team Manager
Description of Role	Team managers are coordinators. Each junior team has a dedicated team manager who works alongside the team coach to ensure everything runs smoothly on match days.
Main Duties	<ul style="list-style-type: none">• Help arrange team fixtures in January & February.• Keep a record of players' match availabilities.• Assist the junior coaches in selecting teams for forthcoming matches.• Notify players of selection.• Co-ordinate transport details for away matches.• Collect match fees on match days and present these in a timely fashion to the Junior Treasurer.• Submit league & cup results via league websites.• Submit match reports on the Dinton CC website and (optionally) to the Bucks Herald.• Take responsibility for age group club kit.
Responsible To	Junior Coordinator
Essential Skills, Knowledge and Experience	<ul style="list-style-type: none">• A good rapport with children and young people.• Enthusiasm.• Organisational skills.
Desired Skills, Knowledge and Experience	Use of the Internet and text messaging.
Qualifications / Skills Required	<p>The role would suit someone with organisational abilities who wants to contribute to a team, but perhaps not in a coaching role.</p> <p>This role requires a CRB check.</p>

Commitment Required	<ul style="list-style-type: none"> • Several hours in total in January & February to organise fixtures. • 3-5 hours per week from late April to early July.
Benefits to Self	<ul style="list-style-type: none"> • A position of responsibility within the junior section. • Feeling 'part of the club' and the ability to share in the team's successes. • Enjoyment.
Benefits to Club	Increased participation in cricket by children and young people.
Support / Training	The Website Administrator will provide assistance on how to publish team selections online and how to submit match reports.
Is this volunteer opportunity open to disabled persons?	Yes