



Committee Role Description

Job Title:	Schools Liaison Officer
Scope:	Responsible for all issues relating to the creation and development of sustainable links between the Club and local schools, colleges and universities.
Reports to:	Romsey Wasps Committee
ACTUAL DUTIES INVOLVED	
<p>Key Objectives</p> <ul style="list-style-type: none"> • To provide opportunities for school children to experience and be involved with youth rugby at the Club. • To provide a single point of contact with Primary, Junior and Secondary schools, colleges and universities within the Romsey and local area on behalf of Romsey Wasps. • To promote youth rugby by providing individual schools with details of rugby courses, events and other rugby related information, as it becomes available. <p>Key Responsibilities</p> <ol style="list-style-type: none"> 1. To identify schools, colleges and universities to liase with and develop points of contact there. 2. To organise 'Open Days', 'Summer Camps', 'Taster Days' and other such initiatives to promote Youth Rugby 3. To arrange 'guest' coaching sessions at local schools 4. To run coaching courses for teachers and parents. 5. Ensure schools are kept informed as to points of contact at the Club that are relevant to the respective Year groupings of that school. 6. Ensure that prospective players notified to the Schools Liaison Officer are provided with sufficient details and joining instructions so as to enable prospective players to be introduced to the appropriate age group managers. 7. Work with local junior schools implementing & running Schools Tag rugby in conjunction with RFU initiatives 8. Provide RFU issued marketing information to schools to encourage more young people to take up the sport. 9. Provide nominated schools with details of Romsey Wasps initiatives concerned with the recruiting of new players to the Club. 10. Arrange with individual schools training sessions for children who wish to take part in rugby. 11. Identify suitably qualified coaches who are available to provide schools with rugby training sessions. 	
LIAISON WITH	
<ul style="list-style-type: none"> • Physical education teachers in schools to promote the Club • Hampshire RFU Development Officers in the work that they undertake with local school • Age Group Managers as may be required to arrange the loan of qualified coaches for rugby initiatives at nominated schools 	
MEETINGS TO ATTEND	
<ul style="list-style-type: none"> • Wasps Committee Meetings • School rugby events and festivals 	

CHANGE CONTROL			
Version	Date	Author	Changes Made
1	Sept 2010	Derek Marshall	Initial Release