



**NATIONAL CLUB  
ACCREDITATION SCHEME**

## **Myrtleford Savoy Soccer Club Position Description – Coaching Coordinator**

### **JOB TITLE:**

Coaching Coordinator

### **OBJECTIVE:**

To ensure that there is a suitably qualified coach for each team at the club.

### **RESPONSIBILITIES:**

- Recommends to the committee coaches for approval to teams throughout the club.
- Deliver Community Coaching courses as required.
- Recruit players from the club to assist in coaching roles.
- Delivery of school holiday coaching clinics as required.
- Deliver programs into local schools as required.
- Coordinate grading sessions/assessments for relevant age groups if required.
- Is a disciplinary officer along with the President and Vice President

### **RELATIONSHIPS:**

- Reports primarily to the President and Vice President and makes recommendations to the committee.
- Work with Schools Liaison Officer to provide clinics for local school children.
- Work with Small Sided Football Coordinator to provide information sessions for parents.
- Work with Senior / Junior Teams Coordinators to coordinate grading sessions as required.

### **ACCOUNTABILITY:**

- The responsibility to ensure each team has a coach in place that is qualified and suitable to coach that level team.
- Should report to the General Committee to ensure all members are aware of any upcoming coaching courses available etc.

The estimated time commitment required as the Coaching Coordinator is up to 4-6 hours per week around peak periods such as the registration period and school holidays. Away from these times, it would decrease.

### **ESSENTIAL SKILLS:**

- Accredited to deliver Community Football coaching courses.
- Passionate and dedicated to promoting the club to the wider community.



**Myrtleford Savoy Soccer Club**  
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- Willing to work with other coaches to share knowledge and assist with any problems / questions.



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