



# DUNBAR UNITED COLTS FC

## ROLE DESCRIPTION

### COACH



<b>Job Title:</b>	<b>Coach / Assistant Coach</b>
<b>Responsible for:</b>	Children / Youth Team Coaching
<b>Responsible to:</b>	<b>Club Executive Committee</b>

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

- Co-ordinate the Coaches and Helpers in your team to ensure compliance with Club Quality Mark / SYFA Registration guidelines / Protection policies.
- Ensure First Aid and Child Protection policy provision is in place for each session.
- Plan, prepare, deliver and evaluate sessions to develop the players, appropriate to their age range.
- Maintain a register of Players / Contact details / Medical Conditions / Special Requirements for your age group, including an attendance register.
- Attend Club monthly committee meetings.
- Attend League meetings on behalf of your team and / or Club.
- Identify and recruit, in liaison with the CPO and executive Committee, additional volunteers.
- Promote sound ethics and club policies to all members.
- Promote and maintain the clubs code of conduct for each Coach, Player and Parent within the age group.
- Be aware of the club's policies including Child Protection policies and the Club Constitution. Take responsibility health and safety aspects during activities.

#### **Key Skills:**

- Coaches should hold a Level 1.3 Coaching Qualification within 2 years of taking on the role (It is desirable to continue development towards a Level 2 Children's Award or C License).
- All Coaches to be Level 1.2 qualified before holding a position and being registered as a Coach under the SYFA registration system.
- Be fully conversant with Child wellbeing and protection policies (Club and National body guidelines).
- Have an ability to motivate performers and communicate effectively.
- Have an efficient use of time by planning sessions.
- Co-ordinate team training and fixtures with opposition. Risk assess facilities and equipment to ensure they are appropriate for use with their age group.
- Have knowledge on sports science and lifestyle and nutrition guidance.
- The broad activities, rough durations and the calendar of when they are required is appended.



<b>ACTIVITY</b>	<b>DURATION</b>	<b>TIME OF YEAR</b>
Training Sessions (once per week at 7-a-side) (twice per week at 11-a-side)	2 hrs per week 4 hrs per week	January to June August to December
Club Meetings (One Age Group Rep)	2 hrs per month	January to June August to December
Matches on Saturday or Sunday throughout the season	3 hrs per week	March to June 7-a-side August to November 7-a-side August to June 11-a-side