



Coach and Manager Coordinator – Full Rules Forrestfield Football Club

Title	Coach & Manager Coordinator – Full Rules
Division	General Committee
Reports To	Vice President
Salary Details	Nil – Volunteer Position within club

The Role

To coordinate, educate and assist Forrestfield Football Club (FFC) Full Rules coaches with training techniques and on match days. To assist and educate team managers through club processes and systems.

Responsibilities	<ol style="list-style-type: none"> 1. Assist with the development of FFC Full Rules coaches and team managers 2. Guide Support and improve team training drills and skills 3. Manage and audit Full Rules coaches accreditation 4. Offer assistance / advice for training skills and drills 5. Plan and Coordinate education sessions (at various times) liaising with Coach and Manager Coordinator – Modified Rules, for coaches as required in conjunction with the WAFC and Swan Districts Football Club 6. Plan & Coordinate pre-season education sessions, liaising with Coach and Manager Coordinator – Modified Rules, for Team Managers and coaches 7. Recommend new equipment where required 8. Liaise with all Full Rules coaches and managers providing regular feedback on training and match days 9. Communicate updates to Full Rules coaches and managers when required 10. Report on Full rules coaches when requested or required 11. Assist with selection process of FFC Full Rules coaches 12. Support Full Rules Coaches & Managers on promoting positive club and game day behaviours 13. Support & Guide Full Rules coaches, managers and players where behavioural issues are present. 14. Promote & communicate pathways and availability into development & state opportunities from WAFC and Swans District Football Club 15. Promote & Coordinate integration of Colts and Youth Players in giving back to community sport via various opportunities such as umpiring, coaching or other internal club game day volunteer roles.
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	<ul style="list-style-type: none"> 16. Support and Guide Full Rules managers and coaches with the rules of the game inclusive of playing ground requirements 17. Lead, contribute and guide a positive behavioural culture within the FFC
Hours	<ul style="list-style-type: none"> 1. Approx. 4 - 5 hours per week
Availability	<ul style="list-style-type: none"> 1. Attend team trainings on rotation basis (all teams) 2. Attend team games on rotation basis (all teams) 3. Attend monthly FFC General Meetings (Held second Tuesday of each month) 4. Attend FFC AGM 5. Attends WAFC coach coordinator meetings (approx. 3 per year) 6. Attend FFC events when required
Desirable Skillsets / Qualifications	<ul style="list-style-type: none"> 1. Sound Computer / email skills 2. Sound Communication skills 3. Be able to present to parents / participants / stakeholders 4. Sound organisational skills 5. DESIRABLE: Level 2 Coaching Accreditation 6. ESSENTIAL: Working with Children Card 7. ESSENTIAL: Level 1 Coaching Accreditation

