



MORPETH TOWN JUNIORS

ROLE DESCRIPTION

TEAM COACH

Purpose of the Position

The main purpose of this role is to run (or be part of a team of coaches that run) an age specific squad of players to compete in Northumberland Football League game and cup competitions.

Additionally, the role will include arranging and delivering coaching sessions and ensuring that training sessions and matches are run in a professional and disciplined manner in accordance with the club's ethos and the club's guidance document 'how we coach'.

Responsibilities & Duties

General

- A passion for child sports & grassroots football.
- Always place children's welfare first, escalate any concerns to the Club Welfare officer.
- Operate within the rules and spirit of the club's constitution, code of conduct and active policies.
- Consistently behave as a positive role model, gaining the respect and trust of the children's parents and people you work with.
- Work proactively with other club officials to develop a first class club.
- Promote the club's policies and those of the FA.
- Be an elected member of the clubs Executive Committee.

Role Specific

- Arrange and deliver weekly coaching sessions for the team's squad – the club will arrange location and time (subject to availability)
- Be responsible for team selection for and during games ensuring the club's coaching ethos guidelines are followed.
- Ensure that team results are submitted in the prescribed format as requested by the Northumberland Football League.
- Ensure that the team's administrative requirements are met in terms of player registration and supporting documentation (unless administration is delegated to a team specific administration officer), opposition coaches in terms of match arrangements and (where required), a referee to officiate the team's game.
- Ensure that the training sessions and matches are delivered in a safe environment.

- Set standards of personal discipline and those of everyone else in the team so that they meet those expected by the club, league and Northumberland FA.
- Maintain good levels of communication with everyone involved with the squad – players, other coaches volunteers and parents to ensure that the team runs smoothly.
- Liaise with other members of the club to ensure the team has everything it requires to operate effectively – e.g. kit officer for team kit and equipment.
- Seek guidance and share best practices in terms of coaching and match delivery.
- Ensure that the necessary DBS certification and course requirements are maintained up to date.

Ensure the Executive Committee functions properly.

The role would not ordinarily require any committee involvement.

To represent the organisation

- Advocate and promote the club in the local community.
- Positively encourage and enthuse members of the club to get involved in activities and take responsibility for their actions.

Essential Requirements

- Must hold or be able to hold a club Disclosure & Barring Service (DBS) Enhanced Criminal Record with Children's Barred List check before appointment at the clubs AGM.
- Undertake the FA's Safeguarding for Children course (2-hour online course renewable every 2 years)
- Undertake the FA's Introduction to First Aid in Football course (2-hour online course renewable every 3 years).
- Undertake the FA's Introduction to Coaching Football course (a on-off online course spread over a 4-week period)
- An alternative which allows the role of Assistant Coach only is to undertake the FA Playmaker course (4-5 hour online course) in addition to the DBS and Safeguarding for Children course above, BUT the full qualification to Introduction to Coaching Football is recommended.

Desirable Requirements

- Experience in working within youth football or a similar organisation.
- Understanding of club administrative routines.

Essential qualities or behaviours

- Good written and verbal communication skills.
- High levels of organisation and commitment.
- Excellent standards of discipline and promoting those to all.

Desirable qualities or behaviours

- Commitment to promotion and ensuring the best interest of Morpeth Town Juniors are always protected.
- Attention to detail.

How much time will I need to give to the role?

Training sessions usually last 1 hour a week, but preparation for will require some additional time.

Matches will be dependent upon where a game is being played, but can take up to 4 hours (depending upon venue, age format of game).

Additionally, some administrative time is required in terms of match arrangements / communication each week (2 hours).

It is recommended that every team has a MINIMUM of two coaches attached to it, preferable three plus (if required) someone who can undertake some administrative support. This will ensure safeguarding obligations can be met whilst sharing the weekly time commitment.