



Junior coordinator

Job Description

Role:	Junior Coordinator
Responsible to:	Club Committee through the chairperson
Role purpose:	To organise a programme of coaching and events for junior members of the club
Commitment:	To organise activities and coach/safety cover for junior evenings and junior pool sessions

Main Tasks

To ensure that all junior members of the club enjoy safe and equitable access to club activities and events.

To liaise with the relevant committee members on the junior sub committee to ensure all child protection policies are in place.

To encourage the junior members to maintain their own log books and skills matrixes.

To liaise with the relevant B.C.U. officers to ensure that the club is giving an optimum level of training and personal development.

To encourage junior club members to be aware of safety and good conduct; both in and out of the club environment.

To encourage junior development through training and to encourage those who wish to develop their coaching skills to do so.

To liaise with the relevant club officers to achieve both training and coaching development of junior members.

To ensure that all coaches and helpers are covered by the relevant child protection measures.

To ensure that the correct ratio of coaches and helpers to juniors is maintained.

Skills required

Organised and knowledgeable about junior awards and initiatives

Able to do basic administration

Good communication and enthusiastic