



TIVERTON WHITE EAGLES HOCKEY CLUB

Junior Roles & Responsibilities

Junior Co-ordinator –

- Ⓢ Responsible for organising coaches rota ensuring the correct number of coaches/leaders/volunteers are available each week.
- Ⓢ Point of contact regarding any aspect of organizing Juniors

Junior Administrator –

- Ⓢ Responsible for organising membership forms and fees
- Ⓢ Creating up to date registers for coaches to use to check players in and out at sessions re: safeguarding
- Ⓢ A point of contact for new members
- Ⓢ A point of contact for Tournament coordinators re: festival details

Head Coach

- Ⓢ To take full responsibility for the club's junior coaching sessions at Exe Valley Leisure Centre on Wednesdays from 5:00pm to 7:00pm.
- Ⓢ To maintain high ethical standards in coaching, ensure they keep up-to-date with their knowledge, skills and qualifications and prepare all coaching sessions in advance.
- Ⓢ To undertake training appropriate to the role e.g. child protection training.
- Ⓢ To work with and include Assistant Coach/es in the preparation and running of each session.
- Ⓢ To offer the club feedback on the organisation and degree of success of junior coaching and competitions.
- Ⓢ To assist the Junior Co-ordinator in the selection of teams.
- Ⓢ To travel to competitions with the junior team(s).
- Ⓢ To inform the Junior Co-ordinator in advance of any sessions that cannot be attended.

Assistant Coach/Goalkeeping coaches

- Ⓢ To assist with the club's junior coaching sessions at Exe Valley Leisure Centre on Wednesdays from 5:00pm to 7:00pm.
- Ⓢ To develop and maintain high ethical standards in coaching, commit to develop their coaching knowledge and skills and assist in the preparation of coaching sessions in advance.
- Ⓢ To work with Head Coach in the preparation and running of each session.
- Ⓢ To undertake training appropriate to this role e.g. child protection training.
- Ⓢ To offer the club feedback on the organisation and degree of success of junior coaching and competitions.
- Ⓢ To travel to competitions with the junior team(s).
- Ⓢ To inform the Head Junior Coach in advance of any sessions that cannot be attended.

Young Leaders

- Ⓢ To assist with the club's junior coaching sessions at Exe Valley Leisure Centre on Wednesdays from 5:00pm to 7:00pm.

- Ⓢ To develop and maintain high ethical standards in coaching, commit to develop their coaching knowledge and skills and assist in the preparation of coaching sessions in advance.
- Ⓢ To work with Head/Assistant Coach in the running of each session.

Tournament Co-ordinators –

- Ⓢ Responsible for organising and contacting players/parents for festivals and matches, and other notices throughout the season.
- Ⓢ Liaising with the Head and assistant coaches re: selection of players for teams attending the Festivals/tournament.
- Ⓢ Coordinating the correct match kit, goalie kit to be taken to festivals and tournaments, also lifts and ensuring the correct safeguarding measures are in place.