



## Job Description

### POSITION DETAILS

<b>Title:</b>	Vice President – Football Co-ordinator
<b>Year Revised</b>	2016

### PRIMARY PURPOSE

- To coordinate, educate and develop all coaches at training and on match days
- Ensure a fair and transparent player selection process throughout the club
- To provide support to the Executive Committee members to ensure the efficient operation of the Club

### KEY RESULT AREAS

- Update and manage the St Johns Football Program to be approved by Executive Committee
- Ensure all coaches, trainers and managers appointed for each team
- Ensure all coaches meet all their obligation to the players, parents and club
- Assist with the development of all coaches
- Oversee training drills and skills
- Maintain database of coaches accreditation and Working with Children Checks
- Offer assistance for training skills and drills and accreditation
- Arrange BBQ's, education nights etc for coaches and team ages groups as required
- Work with external suppliers related to Football programs
- Recommend new equipment where required
- Liaise with all coaches, providing regular feedback on training and match days
- Undertake related tasks at the request of the Executive Committee

### EQUIPMENT OPERATED, TECHNOLOGY USED And REQUIRED RESOURCES

- Existing program
- Junior league contacts
- Database of coaches accreditation and WWCC

### Guide to St Johns Excellence

#### DEDICATION

An enthusiastic willingness to accept; even look forward to, the long hours of preparation necessary for excellence.

#### DESIRE

Maintaining a constant ever burning fire to excel, both mentally and physically in the long hours required.

#### DISCIPLINE

Possessing the inner strength to commit oneself to the rules and regulations needed to achieve excellence.



## Job Description

### **PRIDE**

The consciousness of what is befitting any person or body of persons with exhibition of quality in attitude, bearing and conduct.

### **TRADITION**

The handing down of beliefs, rules and customs from one generation to the next. A method of procedure almost having the same force as the law.

### **AUTHORISATION**

I hereby confirm that:

- I have read this job description
- I understand the role for which I am applying for
- I have read St Johns Constitution

**Name:**

**Signature:**

**Date:**