



Northern Storm FC

Position Description –MiniRoos Football Coordinator

JOB TITLE:

MiniRoos Football Coordinator

OBJECTIVE:

The organisation and management of MiniRoos on match day.

RESPONSIBILITIES:

- Assist formulating teams after registrations are finalised
- Assist with organising coaches for MiniRoos teams
- Encourage MiniRoos Football Coaches to complete a Grassroots Coaching Course
- Ensuring fields are safe and fit to play on
- Ensuring all equipment is accessible to people setting up fields
- Ensuring that all game leaders are identifiable, have a whistle and are aware of the field they will be on
- Organising MiniRoos Games teams and ensuring coaches and managers are aware of which field their teams are playing on
- Timing the matches and making sure all matches start and finish at the same time
- Arrange the packing up of all equipment after the matches are completed

RELATIONSHIPS:

- Reports to the President and General Committee.
- Liaise with MiniRoos coaches, players & parents to provide information.
- Work with Club Coach Coordinator to accredit Grassroots coaches.
- Work with governing bodies MiniRoos Development Officer.

ACCOUNTABILITY:

- It is the responsibility to ensure smooth running of MiniRoos matches.
- Should report to the General Committee to ensure all members are informed of MiniRoos progress etc.

The estimated time commitment required as the MiniRoos Coordinator is up to 3-5 hours per week around peak periods of in season. Away from these times, it would decrease.

ESSENTIAL SKILLS:

- Good organisation skills.
- Great communicator.
- Able to prioritise tasks.
- Passionate about the club and junior football.
- Understanding of the rules and regulations of the MiniRoos formats.