



Eastern Region Junior Soccer Association Inc.

POSITION DESCRIPTION

Position Title: Director of Coaching

1. POSITION SUMMARY

The 0.5 FTE position of Director of Coaching (DOC) has been established to assist, promote, administer and facilitate football development for the Eastern Region Junior Soccer Association Inc. (ERJSA), and deliver current programs. The DOC will report to the ERJSA Executive and /or a designated member of the executive. The DOC will require a flexible approach to ensure that all the ERJSA stakeholders are provided with assistance to develop their clubs and players.

2. SUPERVISION

- 2.1 Immediate Supervisor – ERJSA executive
- 2.2 Supervises – regional coaches and volunteers

3. PRIMARY DUTIES

3.1 General

- Represent ERJSA where required;
- Develop relationships between junior regions, junior clubs, schools, local government authorities and the local community; and
- Promote “inclusive practice” and ensure any organisational decision making and programs implemented consider the needs of all segments of the football community.

3.2 Coach education

- Coordinate, promote and deliver various football coaching courses (including club coaches, referees, player, keepers and specialist player development programs);
- Develop ,secure and distribute educational materials as appropriate;
- Conduct specific seminars for the development of Small-Sided Football coaches/team leaders, and competitive age group coaches; and
- Liaise with FFT’s Southern Development Officer in the development and delivery of ERJSA coaching program.

3.3 Football Development

- Work with junior associations, clubs and schools to develop football on the ERJSA area;
- Deliver Eastern regions Girls in Soccer program;
- Develop and deliver “Soccer in Schools” & “Social Inclusion” programs;
- Liaison with FFA, FFT (Southern) development officer, and TIS / FFT coaching staff;
- Represent ERJSA interests at meeting as required (e.g. Junior standing committee, ERJSA committee & subcommittee meetings);
- Assist in management and delivery of local Futsal competitions as required; and
- Responsible for the co-ordination of any school holiday / introductory programs.

3.5 Act as the Coaching Director for ERJSA regional development program.

3.6 Administrative Responsibilities for:

Coaching Courses Conducted
School Holiday Clinics
Monthly and Annual reports
Development of yearly Planner
Regional program
Girls in Soccer
Soccer in Schools
Volunteer coordination
Grant reporting
Reports to the ERJSA committee
Contact lists

3.7 Any other duties as directed by the ERJSA Executive or the committee.

4. LEVEL OF RESPONSIBILITY

4.1 The Director of Coaching will need to exercise an appropriate level of independence and initiative, but will take direction from the Executive.

5. POSITION RELATIONSHIPS

The Director of Coaching must be able to interact effectively with:

- The Development Officer and staff of Football Federation Tasmania and the TIS
- Officials of junior associations, junior clubs and schools.
- Coaches and players involved in regional representative programs.
- Parents, players, coaches and volunteers at club level.
- Local government authorities and the local community.

8. SELECTION CRITERIA

Essential

- 6.1 A minimum FFA Youth Licence coaching qualification, or a commitment to gain a Youth Licence within 6 months of appointment.
- 6.2 The ability and desire to develop the game of football and its participants in all communities.
- 6.3 Ability to work unsupervised as well as in a team environment, be self-motivated and manage own workload.
- 6.4 Preparedness to work weekends and outside normal work hours.
- 6.5 Outstanding communication (written and verbal) and liaison skills.
- 6.6 High level computer skills – Word, Outlook, Excel, Powerpoint applications.
- 6.7 A current successful police check for working with children
- 6.8 A current drivers licence
- 6.8 A current driver's licence and own vehicle.
- 6.9 Demonstrated experience in working with junior players, coaches and club and association volunteers; and in delivery of educational programs in a sporting context.

APPROVED: President

Eastern Region Junior Soccer Association:

date