



Role Description: Assistant Coach

The role of the Assistant Coach is to assist the Coach in their duties of being responsible for the selection, preparation, coaching and performance of the club team. As well as ensuring programmes are in place for individual players so that they are prepared to their best ability to perform to the highest standard they can.

Assist the Team Manager / Coach as requested.

Responsible to:	• Manager / Coach	Responsible for:	• Team
Main Duties		Skills Required	
<ul style="list-style-type: none"> • Be familiar with and follow ALL club rules and policies. • In accordance with the <i>Player Recruitment Policy</i> – assist in annual team trials and squad selection. • To assist in generating team training plans and schedules. • Assist in each coaching session. • To monitor, evaluate and feedback on player and team performances to the coach. • To assist in providing a formal evaluation and feedback to players and parent / guardians. • To contribute to coach development within the club. • To attend competitions with team and/or players. • On competition days – assist in team selection. • To maintain high ethical standards in coaching. • Ensure that knowledge, skills and qualifications are kept up to date. 		<ul style="list-style-type: none"> • Hold an appropriate coach qualification. • Good knowledge and understanding of the sport and competition rules. • Great organisational skills. • Confident, with good leadership and motivational skills. • Patient and calm manner • Ability to communicate with groups of individuals and to delegate. • Ability to report on progress to Committee. • Hold a current license, insurance, CRB and knowledge of child protection. 	

The Commitment we are looking for

Attendance at 75% of training sessions (set weekly at minimum) throughout the pre-season and during the season.

Attendance at 80% of competition matches.

The 'term of office' is indefinite, commencing on appointment in accordance with The Club Recruitment Policy and subject to appropriate passing of a trial period and achievement of qualifications and successful CRB check. The appointment will be reviewed following the Annual Review. Any change of status (including



termination) to be confirmed by The Committee. Additional ad-hoc reviews will be considered in accordance with the "Complaints Policy".

Our Commitment to you

We will provide suitable support mechanisms, assistance and guidance (mentoring, if requested).

We will provide suitable training equipment and facilities and match kit, equipment and facilities.

We will provide access to appropriate training courses to assist in both your development and that of the team you are managing / coaching.

We pay your expenses in accordance with our expense policy

Other Resources Available

<http://teamer.net> assists in team management and organisation. Teamer provides a free SMS text service making it simple to advise players and coaches of events, it is a secure and free solution and is a major benefit to club organisation and communication with players."

The **runningsports** website (www.runningsports.org) has useful resources including Quick Guides, Top Tips, and information on available training including workshops and workbooks.

Also check out the following web sites for other available resources:

Sport Coach UK	www.sportscoachuk.org	Skills Active	www.skillsactive.com
Child Protection Unit	www.thecpsu.org.uk	CRB	www.crb.gov.uk
Club Mark	www.clubmark.org.uk		