



Maidstone Football Club

Role Description

Role: Head Coach Mini Section & Head Coach Youth Section

Role Outline

These roles provide a senior and visible point of contact across the two distinct age groups within the Youth Section.

They are vital in maintaining and developing regular communication and coordination across the respective coaching teams by regular direct liaison with the respective age group Head Coaches.

Key Objectives

The post-holder's primary objective is build and develop close working relationships primarily with the Head Coach and then the wider coaching team of each age group.

They should promptly cascade e-mails and information out to the teams and collate feedback and returns as required.

They should be proactive in supporting the Chairman and developing the role to the benefit of the Youth Section and wider club as part of the One Club Ethos.

Key Responsibilities

1. To attend scheduled Youth Committee Meetings
2. To liaise regularly liaise with respective Head Coaches to discuss/resolve/escalate issues, ideas and suggestions as appropriate
3. Promptly cascade information and coordinate feedback via Head Coaches
4. Ensure that information is being cascaded out to the wider coaching teams and parents
5. Provide pro-active support to the Chairman
6. Develop the role to the benefit of the Youth Section and wider Club under the One Club ethos
7. Ensure that any child welfare, coaching issues or parental complaints are promptly escalated to the Chairman
8. Support the Chairman in managing discipline or foul play issues
9. Be a proactive member of the Youth Committee supporting the various other roles across each section

Scope of the Job

The Section Head coaches are the main point of contact for the respective Head Coaches to provide support and direction in the management of the Youth Rugby Section.

They should be proactive gaining support and delivery of agreed initiatives.

They should provide regular monthly updates to the Youth Chairman providing an up to date document covering issues raised/resolved and currently outstanding.