Role Outline: Head Coach / Instructor (Focus on coaching juniors)

**NAME OF CLUB:** Club Name

**ROLE:** Head Coach

**RESPONSIBLE TO:** Normally the Club Committee

**NAME OF VOLUNTEER:** Name

**START DATE:** XX/XX/XX **END DATE:** XX/XX/XX

Typical Responsibilities:

* To take full responsibility for the club’s junior coaching sessions at [NAME OF VENUE] on [DAY(S)] from [START TIME] to [END TIME]
* To maintain high ethical standards in coaching/instructing, ensure they keep up-to-date with their knowledge, skills and qualifications and prepare all sessions in advance
* To undertake training appropriate to the role e.g. child protection training
* To work with [NAME OF OTHER COACH(ES) /INSTRUCTOR(S)] in the preparation and running of each session
* To attend junior club meetings and report on progress
* To offer the club feedback on the organisation and degree of success of junior coaching and competitions
* To assist in the selection of teams
* To travel to competitions with the junior team(s)
* To inform the Junior Coordinator in advance of any sessions that cannot be attended
* Taking responsibility for personal conflicts of interest and declaring, recording and managing these appropriately

*These are example responsibilities – please adapt this template to suit your club’s needs.*