



Role Descriptions - Junior Coordinator, Junior Coach, Junior Team Manager

Junior Coordinator

Main Purpose:

Working with the Beacon HC Committee to oversee the development of the junior section ensuring that the club is offering hockey to all ages and abilities in the surrounding area, demonstrating good practice whilst having fun.

Key Tasks:

- Represent the Junior section at Beacon HC Committee meetings.
- Liaise with Junior Head Coach and Junior Team Managers in all aspects of Junior performance and development including the continuing growth of junior membership.
- Ensure that, where appropriate, talented junior players at Beacon HC progress to the county hockey Talent Pathway. Coordinate and liaise with Junior Head Coach on Talent Pathway nominations.
- Assist in the preparation of the Club Development and Action Plan, with particular reference to the development of junior players, umpires and leaders, and youth coaches and volunteers.
- Oversee the recruitment of Junior Team Managers.
- Assist the Junior Head Coach in recruiting and developing volunteer coaches for junior training sessions.
- Ensure that Staffordshire County/Midland League and Cup entries are made, coordinated and communicated and that teams are prepared for competitions.
- Ensure that junior development is properly represented at senior team selection.
- Be aware of the Club's policy on Safeguarding and Protecting young people in hockey.

Junior Coach

Main Purpose:

Ensure delivery of high quality coaching to the Junior section, by leading (or helping to lead) training sessions, and other related activities.

Key Tasks:

- Deliver coaching sessions and assist coaches in producing appropriate session plans and review coach/player feedback.
- Keep attendance at junior training sessions.
- Liaise with the Junior Coordinator to make competitions' entries, EH and festivals commitments and ensure fair player opportunities.
- Involve the club in and contribute to the Staffs Junior Mini Festival group.
- Ensure development of juniors via the county hockey Talent Pathway by liaising with the Junior Coordinator and making nominations as required.
- Ensure that parents, guardians and teachers (where necessary) of junior players are aware of county hockey Talent Pathway nominations and junior development at Beacon HC.



- Recruit and develop volunteer coaches for junior training sessions.
- Liaise with the Site Management/Fixture Secretary/Treasurer if pitches for games are required.
- Publicise local Holiday Hockey Camps via the club's Teamo app.
- Promote "good practice" and the EH and Club Codes of Conduct for junior players, parents, coaches and team managers.
- Be aware of the Club's policies on safeguarding and protecting young people in hockey. To plan and lead training sessions or exercises, or help support the leader.
- Encourage each person attending training to develop their skills and fitness to the best of their ability and enthusiasm.
- Encourage an understanding of how the team should work together and support each other e.g. by exercises involving "set pieces".
- Encourage a basic knowledge of the rules of the game and appropriate conduct on the pitch.
- Develop each team by adjusting coaching to improve areas of weakness identified (e.g. by watching the team play together in matches or by discussions with team members themselves and team managers).
- Support other coaches and team managers, particularly those with less experience.
- For the lead coach at any training session, be formally responsible for any young people (under 18) attending the training session who are not under the supervision of their parent/guardian.

Experience, Knowledge & Skills

- Understanding of the basic skills of hockey and how these can be safely taught.
- Understanding of how the game of hockey works and tactical play.
- Understanding of the rules of hockey.
- Understanding of the club's policy and procedures related to safeguarding and protecting young people, as applicable to the role.
- Ability to demonstrate skills and describe tactics clearly so that players understand.
- Someone assisting in leading exercises would not be expected to have the same level of knowledge and experience as someone leading a full training session.

Training

- Beacon Hockey Club will support and encourage anyone involved in club coaching (or who would like to get involved) to obtain a coaching qualification, usually a Level 1 coaching certificate for those who are currently unqualified.
- A suitable coaching qualification (at least Level 1) will be required of anyone coaching a junior group.
- Coaching courses and seminars are organised regularly online by England Hockey and the club can provide details to those interested.

Junior Team Manager

Main Purpose:

Ensure the smooth running of their team.



Key Tasks:

- Liaise with the Junior Head Coach, Junior Coordinator and other team managers to make team selection for matches through the season.
- Be the points of contact for matches in order to communicate fixture dates and venues to parents of team players.
- Provide first point of contact for team players.
- Be in attendance at matches.
- To report team results to the Club Publicity Officer.
- Be aware of the Club's policy on Safeguarding and Protecting young people in hockey.

