



Burleigh Bears Junior Rugby League Club are looking for a Coaching Co-Ordinator for the 2022 season – Please see below for the position description and functions required to fill this role. Remuneration to be discussed with the successful applicant.

BURLEIGH BEARS JNRS COACHING COORDINATOR JOB DESCRIPTION

The Coaching Co-ordinator is responsible for the management of the club's coaching program and promoting the value of coaching within the club.

The Coaching Co-ordinator is directly responsible to the President and the members of the club.

Responsibilities and Duties

The Coaching Co-ordinator should:

- In conjunction with GCRL and QRL ensure all club coaches hold appropriate qualifications and assist to ensure that this is complete by June 30 each year
- Keep an accurate club database of all coaches' details and accreditation information.
- Ensure there are enough coaches for the club's requirements and they follow the clubs coaching philosophy
- Assist in recruitment. Interview and allocation of coaches in the club along with the club executive
- Assist in the process of creating a coaching development team to assist in coach development
- Provide up to date and relevant information on coaches to the club secretary at regular intervals and when requested
- Provide relevant and up to date communication to all coaches including adequate information for coaches to efficiently organise their team and meet any requirements that the club may have of them.
- Review and adapt a coaching syllabus and encourage club buddy systems between age groups
- Develop with all coaches an age group coaching style – where teams do not isolate from others, encourage the club goals of being a club, then an age group to ensure harmony within teams and age groups
- Develop an understanding of the role of sports science in coaching and arrange facilitators to assist in getting coaches up to speed in this space
- Be available to assist at games if necessary
- Foster a positive club spirit amongst all coaches and encourage them to participate in a sporting manner
- Arrange for, and conduct where appropriate, assessments of the club's coaches and provide relevant feedback on performance
- Liaise with other Committee/Executive members regularly on the progress of the coaches and the season
- Constantly highlight the club's support of the NRL National Code of Conduct and the NRL Safepay Code and the clubs own code of conduct





Knowledge and Skills Required

Ideally the Coaching Co-ordinator is someone who:

- Has leadership skills
- Has good motivational and communication skills
- Is able to evaluate coach performance and provide positive advice
- Maintains or improves his/her current accreditation level
- Have a sound understanding of modern coaching and teaching principles
- Can communicate effectively and has good interpersonal skills
- Have a sound understanding of the club's rules and regulations
- Is well organised

Time Commitment Required

The estimated time commitment required as the Coaching Coordinator is 6 hours per week from February to end September. With varying hours from October through to February.

If you are interested in this role – please send your application through to burleighjuniors@bigpond.com.au. Applications will close on Monday 18th October

