Junior Coordinator (3 Year Term)

The Youth Coordinator is in many ways the custodian of the future of the club. This position is responsible for leading everyone associated with mini and youth rugby – from kids and parents to coaches. The Youth Coordinator will be responsible to the Executive Committee with a review of objectives every year. This will be conducted by the Club President and Director of Rugby. Primary Responsibilities for the Youth Coordinator includes ensuring that all junior programs follow our clubs philosophy, policies and guidelines. The Youth Coordinator's primary objective is to direct, manage and deliver a structure that can support the development and transition of junior players that can play Senior Rugby for the Balmy Beach Rugby Club. The Junior Coordinator will have a committee composed of the positions Junior Coordinator, Mini's Coordinator, Junior Girls Coordinator, Junior Boys Coordinator, and the club Director of Rugby.

In coordination with the Mini's Coordinator, Junior Girls Coordinator, Junior Boys Coordinator, and the club Director of Rugby, the Junior Coordinator will:

- Be responsible for coordinating Junior and Youth Coaches including future recruitment, education and development.
- Develop succession planning to ensure that qualified coaches are appointed to the Junior and Youth teams and receive the appropriate training required by attending designated coaching courses.
- Collect and pass onto the main executive the VSC's for all coaches in our junior section
- Set behavioural standard policies for the junior and youth teams and members at the start of the season
- Be aware of all administrative procedures regarding player registration eligibility and safety.
- To be the main lead on the junior PlayHQ account and to set up, maintain, and regularly check the account for updates, payments, transfers and game sheets

- To update game rosters on PlayHQ for U14-U18 games in coordination with other Junior Coordinators

- Manage the Junior and Youth budget effectively and report to the Rugby Executive accordingly.

- Report to the clubs Executive Committee on rugby matters and make recommendations on improvements/ initiatives that need to be implemented.
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- Coordinate, book, and schedule the junior programs on sufficient field space for all programs to function appropriately.

- Define, liaise and coordinate with the first team head coach and Director of rugby on the implementation and ongoing management of the Club's agreed playing philosophy for Junior and Youth Rugby and prepare them for the transition to Senior Rugby.

- Regularly attend club executive meetings to provide updates on successes, challenges, and areas for growth in the junior section.

- Liaise and communicate with Youth Sponsors when appropriate