



JOB DESCRIPTION

Coach Coordinator

The Coach Coordinator is responsible for the training, development and management of coaches for the Donvale Netball Club.

Responsible To

The Coach Coordinator is directly responsible to the Committee of Management and the members of Donvale Netball Club.

Responsibilities and Duties

- To disseminate information to association/club coaches regarding coaching courses and seminars.
- To liaise with Netball Victoria regarding OTC and Level 1 coaching courses at the Association level.
- To encourage beginner coaches including players and parents to undertake formal coach education and/or to become accredited coaches.
- Work with the Secretary to maintain records of coaching service and accreditation.
- Identify and organise the training and education opportunities for volunteers.
- Ensure all coaches are recognised for their efforts.
- Submit regular reports to the association/club committee and attend meetings as required.

Knowledge and Skills Required

- Can communicate effectively and has good interpersonal skills.
- Is positive and enthusiastic.
- Is well organised.
- Can maintain confidentiality on relevant matters.
- Has a good working knowledge of the constitution and bylaws.
- Coordinator would preferably have a Level 1 coaching accreditation.
- Holds a working with children check



Estimated Time Commitment Required

DONVALE

The estimated time commitment required for the role at the Donvale Netball Club is 3 – 5 hours per week.

The time commitment required varies greatly from club to club. Smaller clubs may require a similar role to spend only a half hour to an hour per week or larger clubs two to three hours per week on Secretarial duties.

The role is appointed for a full season of netball, up until the next season begins.