



Bakers Creek AFL Club INC

Pattinsons Lane, Etwell Park.
Bakers Creek, QLD 4740

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Mackay QLD 4740

bakerscreektigers@live.com.au

Job Description YOUTH Junior Coordinator (YJC)

Responsibilities

- Be an active member of the club grading committee
- Liaise with other Senior Team Managers to arrange training schedule/ roster
- Ensure the safety and wellbeing of all participating junior members at all times
- Liaise with coaches to cover training sessions and or game day for all junior grades and arrange replacements when needed
- Provide information to coaches and managers to enable them to effectively manage their teams
- Be up to date and aware of any rule changes and/or restrictions that may interfere with players, coaches and or team management .
- Assist coaches and a managers with the scheduling of makeup games or changes in draw as and when required
- Ensure information presented in club releases, website and newsletters is accurate and up to date (to the best of your knowledge)
- Attend any AFLQ Junior meetings and report back to the club on outcomes
- Liaise with Coaches and management to ensure game day permits teams sheets and other relevant information is adhere to on game day
- Be in charge of set up on Saturday morning home games. Make sure all necessary equipment is set up and that you are available to Managers and Coaches to help troubleshoot any arising problems
- Assist where needed on game days which for this role will be Saturday mornings either at home games or away games.
- Liaise with Club Secretary for all working with Children Blue cards and make sure relevant information is up to date and that relevant coaching registrations are up to date.
- Liaise with Secretary for information regarding game day umpiring (Juniors)

Relationships

- Report to Club Executives at monthly meetings

Accountability

- The BCT Youth Junior Co-ordinator is accountable to the Club Executives

Overall we are looking for someone who is approachable and hard working that can take our Junior Cubs to the next level. This position is for our Youth Players from ages 12.5 – 17.5. You will be required to attend Saturday morning games and liaise with Team Managers and Coaches when necessary. You will be accountable for organising home game day set up and problem shoot were necessary. We are interested in hearing from anyone that thinks that have what it takes to become our BCT Youth Junior Coordinator. Please forward all of your applications to bakerscreektigers@live.com.au