

Football Development within Age Groups

Position Description – Age Group Coordinator

OBJECTIVE:

The Age Group Coordinator is primarily responsible for the overall development and welfare of the players within an age group. Their role is to help the club to actively develop youth football in a **consistent manner by co-ordinating and facilitating good communications** . **NB.** This role does not involve specific match day / team responsibilities which belong with the coaches and managers.

RESPONSIBILITIES / TASKS:

Act as the Club Officer and Point of Contact for all parents and team leaders within the given age group:

Developing Whitegrove Football Club:

- Promote club functions within age group (e.g. fund raising events, end of year presentation evening etc.)

Squad organisation: size and development

Encourage & develop a 'one age group' ethos to align with the club's 'one club' mantra by:

- Liaison between age group and WFC Committee
- Be the focal point for all website enquiries for the age group
- Oversee / coordinate squad movements & sizes as squads increase through the size bands (5/7/9/11)
- Coordinate with managers/coaches regarding player movements between teams (as/when required)
- Plan/develop with managers age group structure as move through the ages (5 to 7 to 9 to 11 a-side)
- **Note:** it is not the AGC role to decide on specific player movements between teams, but to facilitate that discussion between managers. All parties should base decisions on the development of the player and this should be the over riding decision-making criteria if agreement can not be reached.

Looking to the future: Keeping managers and WFC Club secretary informed as they:

- Manage waiting lists & look to develop/create new teams if enough players
- Coordinate with parents to encourage new managers/coaches to step forward
- Oversee age group registration & forms

- Keep up-to-date distribution list for age group and keep Club Secretary updated
- Coordinate the fixtures (for all teams in age group) with Fixtures Secretary
- Liaise with committee for new equipment / kit etc.
- Be the contact point for parents regarding **non**-match/training issues.
- Any other tasks related to the development of the age group

Fostering relations with :

- Managers, coaches, WFC committee, parents and players of appropriate age

ACCOUNTABILITY:

- Age Group Coordinators are accountable to the Committee.

ATTRIBUTES AND SKILLS:

- Enthusiasm and dedication.
- Effective communicator.
- Good organisational skills
- Dedicated club person.