

Bonnyrigg Rose Football Club



JOB DESCRIPTION COACH CO-ORDINATOR

Job Title: Coach Co-ordinator

Responsible to: Club Committee

Recommended Qualifications: SFA Children's award/ C license

Skills and Attributes Required:

- Enthusiasm
- Well organised
- Good at delegation
- Prepared to make a regular time commitment
- Confidence
- Good knowledge of coaching skills
- Good communication skills

Main Duties:

1. To co-ordinate all the coaches workloads at the club
2. To maintain a database of all coaching qualifications held by the club coaches
3. To develop the skills of the coaches by encouraging them to apply for SFA courses or Sports Coach UK workshops etc
4. Work with the Fund Raising Officer to access funding to support Coach Education from sources such as Sports Councils, Local Trusts etc
5. Use the experienced coaches at the club in a mentoring role with the less experienced coaches
6. Undergo some mentoring training
7. Facilitate regular in-service training
8. Liaise with the Finance Manager about expenditure for coaches kit and equipment



Bonnyrigg Rose Community Football Club, Poltonhall Sports Complex, 7a Poltonhall Avenue Road,
Bonnyrigg, EH19 2NU, Registered Charity SC050923

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Time Commitment: _____

SIGNATURES

Coaches Coordinator

Date

Chairperson

Date