



Role Description – **MiniRoos Football Coordinator (Clusters)**

OBJECTIVE:

The organisation and management of MiniRoos on match day.

RESPONSIBILITIES:

- Assist formulating teams after registrations are finalised.
- Assist with organising coaches for MiniRoos teams.
- Encourage MiniRoos Football Coaches to complete a Grassroots Coaching Course
- Ensuring fields are safe and fit to play on.
- Ensuring all equipment is accessible to people setting up fields.
- Ensuring that all game leaders are identifiable, have a whistle and are aware of the field they will be on.
- Ensuring coaches and managers (including visiting teams) are aware of which field their teams are playing on.
- Timing the matches and making sure all matches start and finish at the same time.
- Arrange the packing up of all equipment after the matches are completed.

RELATIONSHIPS:

- Reports to the Juniors Coordinator.
- Liaise with MiniRoos coaches, players & parents to provide information.
- Work with Technical Director (juniors) to accredit Grassroots coaches (if applicable).
- Work with governing bodies MiniRoos Development Officer (if applicable).

ACCOUNTABILITY:

- It is the responsibility to ensure smooth running of MiniRoos matches.
- Should report to the Juniors Coordinator to ensure all members are informed of MiniRoos progress etc.

The estimated time commitment required as the MiniRoos Coordinator is up to 3-5 hours per week around peak periods of in season (when SPUFC is hosting the cluster rounds). Away from these times, there will be little to no involvement.

ESSENTIAL SKILLS:

- Good organisation skills.
- Great communicator.
- Able to prioritise tasks.
- Passionate about the club and junior football.
- Understanding of the rules and regulations of the MiniRoos formats.