

Job Description: Junior Coaching Manager

Role: Volunteer (Unpaid Committee Position)

Time: 2–3 hours a week during the athletics season

Reports to: Coaching Manager / Club President

What is the goal?

To oversee the introductory skills program for the club's youngest athletes (Under 7 to Under 11), focusing on teaching them the basic skills of athletics.

What will you do?

You are responsible for the smooth running of junior training, usually on a Wednesday evening. Work with the committee to identify parents who are keen to coach, along with senior athletes who may have community service hours to complete, or be paid.

The events that are completed at training on a Wednesday are directly related to the Athletics Program run on a Saturday morning, so kids have an opportunity to practice the skills they need prior to the competition.

Be responsible for ensuring there are adequate coaches for each training session, and be prepared to step in and coach yourself when required.

Be at training 30 minutes early to set up gear – shot put, discus, long jump, hurdles, vortex/turbo jav, sprints, high jump. Unlock toilets. Once training is completed, pack away all gear into storeroom and lock all.

Run games and/or warm up activities

Ensure that there are sufficient coaches to adequately support each age group – this means gauging the number of kids in each age group and at each station and moving coaches around to ensure that everyone is getting a fair turn. For large groups when doing throws, it is important to have two coaches rostered on each site so that there is the opportunity for more turns.

For special events – update the roster to ensure that all kids are practicing the events that they will take place in on Saturday.

What skills do you need?

- Strong organisational skills to ensure there are sufficient coaches rostered on
- Flexible thinking, High energy, patience, and a passion for working with young children.
- Basic understanding of fundamental movement skills (running, jumping, throwing).
- Great communication skills to enthusiastically lead large groups of kids and parents.