



**TOR RUGBY CLUB**

# Minis and Juniors Team Manager

The Minis and Juniors Team Manager is a vital role at the club. They are the link between the players, parents of each age group and the administration of the wider club. Representing the views of players, parents and taking responsibility for communication between the age group and the wider club. The Team Manager, provides advice and guidance to parents and should promote their age groups interests in the development and direction of the club.

Above all the Team Manager is responsible for passing on communications related to training and matches, coordinating age group volunteers, working with other club volunteers to ensure that the children benefit from playing rugby and that needs and requirements of the individual age group are represented.

The Team Manager will need to be:

- Enthusiastic and dedicated
- Confident and good at communicating
- Committed to supporting all the children within the age group
- Familiar with the club and key individuals within M&J

What you'll do:

- Represent the age group in all communications within M&J
- Manage Teamer and advise parents of training and fixtures
- Lead, advise and support fellow parents
- Make players aware of administrative arrangements
- Check pre-match arrangements have been made
- Coordinate age group volunteers as required
- Help the coach organise training and player development
- Encourage players and other club members to get involved with voluntary work and social activities at the club
- Welcome new members, visiting teams and referees

How much time it will take up:

About 1-2 hours a week.