



HONORARY TEAM MANAGER, NLD Ladies

ROLE DESCRIPTION

REPORTS TO: Honorary Head Coach NLD Ladies

KEY RELATIONSHIPS: NLD Head of Game Development; NLD Head of Representative Rugby; NLD Women & Girls Chairman; NLD Ladies Coaching Team; NLD Ladies Medical staff: Managers and Coaches of NLD clubs.

NATURE & SCOPE OF JOB:

The post-holder will have an extremely important role ensuring the successful management of the team and welfare of the players in their care. The role will require the post holder to ensure the administration, management of the team and welfare of all team members at training and matches.

PRINCIPAL RESPONSIBILITIES:

1. Liaising with all team members, coaches and officials, to ensure the players are appropriately dressed, informed of training and competition requirements.
2. Acting as liaison officer between the club and the team as directed by the Head Coach.
3. Working with NLD Administrator to ensure that all information is co-ordinated through the office updating information and developing player databases.
4. Provide up to date articles & reports for the NLD website.
5. Ensuring all equipment is safe, the first aid kit is ready for use and the players have their own drink bottle.
6. In conjunction with the Head Coach ensure the team sheets and any other rules/regulations of the competition are observed and carried out.
7. Ensuring all welfare and safety requirements for the team are met.
8. In conjunction with the Head Coach and other members of the management team ensure all players remain together at the competition and support each other whilst they are representing the constituent body.
9. Attend NLD Women & Girls meetings as well as any other meetings that may be relevant.
10. Distributing to players and coaches all required information and updates.

KNOWLEDGE, SKILLS AND QUALITIES:

1. Strong interpersonal and oral communication skills including the ability to effectively liaise with players, coaches and administrators
2. Strong organisational skills and can effectively use IT systems to support this organisational ability.
3. Is able to work effectively under direction of the Head Coach
4. Work effectively with other members of the NLD Ladies Management Team.
5. Sound knowledge of the selection procedures and rules/regulations of the competition.
6. Has an awareness of Child Development and current thinking of Talent Identification and Development
7. Is able to lead & manage people.
8. Is able to articulate and deliver sound coaching processes relative to the programme.
9. Have high standards of personal accountability and responsibility for the players

ACCOUNTABILITIES:

1. The post holder is accountable to the NLD Ladies Head Coach for the successful delivery of the responsibilities as outlined above.
2. The post-holder will receive appropriate travel expenses and the position will be held for an initial period of 1 year.