

Director of Football – SCHEDULE OF RESPONSIBILITIES

All of the duties and services necessary and normally associated with the position of ECBAFC Director of Football including, without limitation, those set out below:

Position and Duties

- Reporting to the Board all football, staffing and management related activities and progress.
- Responsible for the performance and delivery of the coaching staff, paid or unpaid
- Responsible for all girls, boys, men's and women's community and competitive football programmes within ECBAFC.
- Develop and implement football programmes and curriculum to provide enjoyable football opportunities for all ECBAFC members and development opportunities for ECBAFC members involved in the competitive football programme.
- Develop and implement the player pathway that has been established and outlined by the ECBAFC Board that weaves together all programmes within ECBAFC.
- Develop, manage and direct the development of our volunteer coaches and managers
- Develop, manage, and direct the football programs (Player Development Centres, TPC, Technical Tuesdays and more) that form part of the ECBAFC football programme.
- Ensure that at least one professional coach attends the PDC's

Leadership and Management

- Develop ECBAFC's vision for football programmes that provide development and participation opportunities for both boys and girls interested in playing football.
- Lead ECBAFC by developing and managing football programmes and events that support the ECBAFC's vision.
- Act as ECBAFC's representative for football matters involving NFF/AFF, NZF and other governing bodies and leagues.
- Represent ECBAFC at official "Director of Coaching meetings" held by the aforementioned federations.
- Recruit, develop, and manage ECBAFC's professional coaches and associated technical staff including the existing coaching staff.
- Educate volunteer parent coaches, provide classroom sessions and on-field training.
- Maintain a consistent and visible presence around ECBAFC's football fields. Observe and mentor coaching sessions and work with players on-field. Jump in and actively run training sessions for teaching purposes. Interact with and educate parents on the benefits of positive coaching and parent support.
- Identify and directly manage the education and development requirements and opportunities for ECBAFC's professional and parent coaches.
- Develop partnerships with high schools and professional football organisations to develop opportunities for ECBAFC players to attain their overall development goals.

Women's football

- Responsible for growing the girls and ladies football programs at ECBAFC and increasing the number of players and teams across all community and competitive football programs.

Other Duties

- Assist the Football Development Officer to undertake other duties such as building links with local schools promoting the ECBAFC Women's programs and delivering new members to ECBAFC. These other duties will be mutually agreed between the Club and the Contractor.

Training and Meetings

- Attend all meetings, training seminars and clinics required by the ECBAFC Board.
- Responsible for ensuring that at least one member of the coaching or management team is present at practices, games, and any ECBAFC event.

Player Evaluation

- Organise and oversee the provision of regular, useful and constructive feedback to players and ECBAFC, through evaluations, for each and every player throughout the season.
- Organise and oversee a mid-winter players/parent appraisal to be conducted during the school holidays or at the end of grading rounds.

Behaviour

- Responsible for upholding the aims and values of ECBAFC as set out by the ECBAFC Board.
- Responsible for the actions of the assistant coaches, parents and team players, prior to, during and after each game, practice and any ECBAFC event.

Qualifications

- Required to hold, maintain and/or obtain the requisite qualifications as determined by the ECBAFC Board.
- Maintain or progressing toward a minimum football qualifications UEFA C Licence or equivalent.

Attire

- Required to wear ECBAFC approved coaching/training gear at all ECBAFC games including tournaments.

First Aid Certification

- Required to hold and maintain a current first aid certification as determined by the ECBAFC Board.

Police Vetting

- Required to hold and maintain requisite Police vetting as determined by the ECBAFC Board.

Reporting Line

- Regularly report to the ECBAFC Board including attending Board meetings and providing progress reports.

Other Key Performance Indicators (KPI's)

Club

- Document team selection processes for all age groups across the club. To include Social and Competitive teams.
- As required hold player and parent meeting to present the direction of the club to all our members.

SCHEDULE – SCHOOL OUTREACH OFFICER

All of the duties and services necessary and normally associated with the position of ECBAFC School Outreach Officer including, without limitation, those set out in the following job description

Total Football Participation

- The Contractor will approach all activities with a gender-neutral all inclusive approach, recognising that building the female game at ECBAFC is a strategic imperative.

Football Outreach into the School's Community

- The Contractor will visit, meet and coordinate football programs with the area primary and intermediate schools. This will include a formalised or informal Understanding of our role and support for football in schools.
- The Contractor will organise football development programs in collaboration with area schools to develop interest in the game, introduce football to potential players and develop passionate footballers
- The Contractor will coach or organise coaching resources for schools if needed
- The Contractor will organise area tournaments and games at ECBAFC to further develop ECBAFC's role across the football region i.e Mini North Shore Champions Cup

Other Football Responsibilities

- The Contractor agrees to attend some Saturday Mini Bays program to show the face of the schools program
- The Contractor will organise game days with other local schools to encourage, relationship alignment and fun for kids
- The contractor will work with the Mini Bays Leader to organise a series of Friday Evening kids fun nights to encourage club spirit and community.

Qualifications

- The Contractor is required to hold or obtain the requisite qualification as determined by the relevant ECBAFC Director of Football in conjunction with the Board. ECBAFC will pay for all relevant training and qualifications as required

Attire

- The Contractor will be required to wear ECBAFC approved coaching/ training gear at all ECBAFC games including tournaments.

Health Certifications

- The Contractor is required to possess or attain current 1st Aid certification, Fit 4 Football Certification and Concussion Training.

Police Vetting

- The Contractor agrees to and will cooperate with the Club's Police Vetting processes.