



DIAMOND CREEK
JUNIOR FOOTBALL CLUB

Football Manager Position Description

Goal Statement:

The Football Manager oversees the recruitment of coaches, training & development and management of coaches to ensure optimal enjoyment and success for its members.

Objectives:

- Oversee all the coaches, coaching development, and coaching opportunities within the Club
- Assist the Committee in the appointment process of coaches and other volunteers
- Develop positive club coaching culture
- Provide support to the President of the Club
- Provide support to the Executive and Committee members to ensure the efficient operation of the Club Responsibilities
- Maintain accurate records of accreditation status of coaches
- Ensure the coaches have access to and complete AFL level 1 or level 2 accreditation requirements
- Evaluate coaching performance at training/match day
- Attend NFNL meetings and report back to the club and coaches where necessary
- Uphold and actively promote club values throughout the Club as a whole
- Provide a report on portfolio operations at the monthly General Committee meetings
- Undertake tasks at the request of the President, Executive or General Committee
- Be committed to and identify any opportunities to further grow the DCJFC and its members into the future
- Report on activities of the portfolio to the membership at the Annual General Meeting
- Seek ratification from the appropriate committee member prior to committing the Club to any financial expenditure or action
- Provide feedback to the Committee at the end of season on improvement opportunities

Relationships:

- This position will liaise with associated stakeholders, including but not limited to NFNL and course institutions
- This position will liaise with and have regular communication with committee members and coaches

Qualifications:

- Level 1 coach accreditation
- Working With Children's Check

Accountability:

- The Football Manager is accountable to the Club President and general committee