



## Rovers Football Club

### Position Description – MiniRoo Game Leader Coordinator / Assistant Coordinator

#### JOB TITLE:

MiniRoo Game Leader Coordinator / Assistant Coordinator

#### OBJECTIVE:

To ensure sufficient MiniRoo referees are available for all MiniRoo games played at Loftus Oval throughout the season.

#### RESPONSIBILITIES:

- Recruiting, training, mentoring and monitoring Rovers MiniRoo Game Leaders.
- Supervising Game Leaders of a Saturday, ensuring they show up for rostered games; ensuring the first game of the day starts on time; provide feedback and advice to the Game Leaders.
- Seeking assistance from GC when necessary to deal with team coaches (Rovers and opponents).
- Generating and emailing a roster each week as the SSFA Draw becomes available.

#### RELATIONSHIPS:

- Reports to the President and General Committee.
- Liaises with the Technical Director to ensure Mini Roo games are played, lead and watched with an understanding of the philosophy behind Mini Roos.
- Communicating effectively and efficiently with Game Leaders and their Parents/Guardians.

#### ACCOUNTABILITY:

- President and General Committee.
- Must seek ratification from the President and General Committee prior to committing the club to any financial expenditure or action.
- Provide a report of their portfolio for each committee meeting.

#### ESSENTIAL SKILLS:

- Dedicated club person
- Ability to provide calculated opinion in group discussions at committee meetings.
- Outgoing personality.
- Effective communicator.
- Be discreet and able to maintain confidentiality on relevant matters.
- Good report writing skills

The estimated time commitment required is up to 4 hours per week.