



## POSITION DESCRIPTION

### Position:

Coach Education & Development Officer

### Reporting Manager:

Assistant Technical Director & Football Development Manager

### Functional Relationships:

Hills Football (HFI) General Manager, HFI staff, Member Clubs, council, suppliers, various external stakeholders

### Position Overview:

This role is responsible for assisting the delivery and conduction of Hills Football Coach Education Initiatives and Hills Football Development Programs with a focus on engagement, coach development and player development.

### Key Responsibilities:

Reporting directly to the Assistant Technical Director and the Football Development Manager, the Coach Education & Development Officer will be responsible for the conduction of designated Hills Football Coach Education Initiatives and Hills Football Development Program sessions and other tasks as mandated by HFI Staff. This includes (but not limited to):

- Conduct and Deliver designated sessions within Hills Football Coach Education Initiatives under the guidance of HFI Staff. Coach Education Initiatives include:
  - HF Development Club Player Program (Coach-the-Coach), Coaching Workshops, Coach Mentoring
- May be required to deliver Player Development Programs within Hills Football Development under the guidance of HFI Staff. HF Development Programs include:
  - HF Development Little Legends, HF Development Academy, HF Development Club Player Program (coach-the-player), Holiday Clinics, Come n Try Days and more.
- May be requested to conduct Game Development tasks as required by HFI Staff. Game Development tasks include supporting and delivering initiatives and programs such as:
  - Activations, Summer Football, Gala Days and more.
- Ensure all tasks undertaken and delivered to the best of your ability and in a professional manner.



- Ensure all tasks assigned by the Assistant Technical Director, Football Development Manager and HFI Staff are conducted with all workplace and participant health and safety requirements.
- Attend all staff meetings, workshops, and training as required.
- Wear the provided Hills Football uniform unless otherwise stated.

#### Selection Criteria:

- Strong communication (written and verbal) skills.
- High levels of reliability and initiative.
- Familiarity and experience with community coaching and the FA National Football Curriculum.
- Understanding of the HF Development Philosophy.
- Understanding of the current Football Landscape in the Hills Area.
- Understanding of Hills Football's Member Clubs.
- Passion in Coach Education & Player Development
- Ability to properly identify and deliver Football Coaching Sessions.
- Ability to properly identify and deliver Football Coach Mentoring Sessions.
- Ability to actively engage and communicate with participants between the ages of 3-16.
- Ability to actively engage and communicate with stakeholders and coaches of all ages.
- Ability to work independently and part of a broader team.
- Demonstrated experience within football (e.g. player, coach, administrator, referee etc)
- A current NSW driver's license.
- Paid Working with Children Check Clearance.