



### **Role Description**

**Club: Hills United FC**

**Season: 2026**

**Role: Assistant Coach**

**Updated:** 3 December 2025

### **Overview**

Hills United FC (HUFC) participate in the FNSW JDL, GJDL, Boys, Girls, Men and Women competitions.

### **Role Description**

An Assistant Coach is responsible for supporting the Head Coach for the team/s they have been appointed to.

**Reports to:** Team Head Coach, Head of Program, Program Technical Director, and Head of Football

### **Qualifications**

- Current Working with Children - essential
- Current C Diploma – essential (level dependant on the age group and FNSW minimum requirements)
- Apply First Aid - desirable

### **Knowledge Requirements**

- Age and stage appropriate player development methodologies
- Understanding of the HUFC philosophy and Football Plan.

### **Experience Requirements**

- Coaching experience at representative level is an advantage.

### **Primary Role Responsibilities**

1. Player Selection
  - a. Assist with player selections (attending selection trials as required).
2. Planning
  - a. Attend the onboarding coach workshops in the pre-season period.
  - b. Review the HUFC football plan.
  - c. Review the HUFC coach handbook.
3. Training
  - a. Attend all scheduled training sessions as agreed.
  - b. Professional approach to training preparation and conduct.



- c. Support the Head Coach in planning and conducting training sessions aligned to the HUFC football plan.
- d. Reasonable duties as directed by the Head Coach, Head of Program or Program TD.

4. Match Day

- a. Attend all scheduled matches as agreed.
- b. Professional approach to match day preparation and conduct.
- c. Support the Head Coach with match day operations.
- d. Reasonable duties as directed by the Head Coach Head of Program or Program TD.

5. Team and Player Management

- a. Full alignment with the Head Coach
- b. Support the Head Coach with individual player and team development.

6. Player Assessment

- a. Support the Head Coach to complete player feedback to the required deadlines.

7. Communication and Collaboration

- a. Effectively communicate with the Team Manager and all Coaching Staff.
- b. Support other teams as required.
- c. Work collaboratively with all coaching staff.
- d. Keep the Head Coach, Head of Program, Program TD fully informed regarding all matters impacting the coaching staff, players, teams.

8. Reviews

- a. Monthly review with the Head Coach, Head of Program, or Program TD.

Approved by:

A handwritten signature in blue ink, appearing to read "J. Toivonen".

Jeremy Toivonen (CEO)