



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 'JT'.

Jeremy Toivonen (CEO)