



SHAC YDL Team Manager (Up to x4 Positions)

As *YDL Manager*, you'll be responsible for organizing athletics teams from the Club to compete in the UK Youth Development League. These are Boys and Girls teams in the Lower (Under 13 and Under 15) and Upper (Under 17 and 20) League. You'll also build relationships with Coaches, Athletes and Volunteers across the Club and be responsible for selecting teams and managing the match day logistics of our teams.

Ideally, you'll need to be:

- Well organised;
- Friendly Approachable;
- Strong understanding of track and field athletics across the range of event groups;
- UK Athletics DBS Checked and Verified;
- Good at communicating and willing to work with all Coaches and Athletes;
- Enthusiastic about track and field athletics;
- In tune with the club priorities;
- Good IT skills (especially word and excel);
- Preferably UK Athletics Qualified as a Coach or Coaching Assistant, or with an equivalent knowledge of Coaching Track and Field Athletics;
- Preferably First Aid and Safeguarding / Child Protection trained.

What you will do:

- Liaise with the committee and all *Coaches, Athletes and Parents* to ensure that the best teams are selected, fairly, based on performance data and Coach input and entered in the appropriate leagues and events;
- Maintain, manage and share critical performance data and results to aid team selection via a thorough database of results;
- Coordinate a group of Volunteers to manage the running of the YDL Teams;
- Lead the match-day running of the teams, communicating with Athletes and Parents, organizing the timetable, distribution of numbers, selection and practice sessions for relay teams, dealing with declaration changes, event clashes, etc.
- Recruit and Coordinate Volunteer Officials to ensure the Club can meet it's minimum requirements to participate in the league and earn a full set of officials points at each match;
- Maintain the Club Noticeboard YDL section and ensure information is shared via the Club website and social media;
- Produce the YDL fixtures list at the start of each season and ensure this reaches all the relevant Coaches and Athletes;
- Book the facilities and coordinate officials and volunteer help for home fixtures;
- Organise any appropriate team transport for away fixtures;
- Liaise with the YDL League Administrator and Staff;
- Attend the YDL Annual General Meeting and extraordinary meetings on behalf of the Club
- Report back to the Committee on Team Results and Performances in YDL Matches

How much time will it take?

This role in most cases the role will involve eight full days, at weekends, between April and August, as well as approximately eight hours per week between March and August.

If interested, please contact Peter Powell for more information.

Recruit Retain Reward Results



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