



TEAM MANAGER

Objective: Supporting the team and its coach as needed, particularly in respect to administration matters (e.g. communication between the club and players/families).

Terms: Volunteer, for a minimum of 6 months (per season commitment)

Time Commitment: Approximately half to one hour per week (on average)

Responsibilities include, but not limited to:

- Supporting the coach as needed at both training and on game day
- Providing a communication link between the club/junior coordinator and the team players/families
- Forwarding of photos, news, etc. to communications officer for use on club's social media/TeamApp
- Ensuring score sheets are completed/organising scoring roster
- Liaising with coordinators, committee members, players and families as needed - keep coordinators and committee updated on any relevant matters - Attend committee meetings every 6 weeks to communicate club news/actions with the team.

Requirements / Skill Set:

- Current Working with Children Check (no fee payable)
- No prior knowledge of or experience needed for this role
- Approachable and organised
- Strong communication skills (both in person and online)

Key Relationships

- Team coach
- Lakeside committee members
- Lakeside players and families"