

# Team Coach

## Roles & Responsibilities



Congratulations on your appointment as a WOBFC Team Coach. Below we have provided a summary of the key activities that you are responsible for in this role:

### **Training**

- \* You will be responsible for planning, setting up and executing drills and exercises at training sessions that teach relevant skills, tactics, and techniques.
- \* You will be responsible for monitoring and enhancing player performance to the best of your ability by providing tuition, encouragement and constructive feedback.
- \* You will be responsible with working with/delegating to your Team Manager player communication in relation to training dates, times, locations and any changes that occur. Where a training session is to be cancelled due to wet weather, you may decide to put alternate arrangements in place.
- \* You should discuss with the Team Manager how you will manage player availability – you may prefer that players who will be late or absent communicate with you directly, or you may ask the Manager to be the liaison and provide you with updated numbers prior to each training session.
- \* You may be required to liaise with the Team Manager or equipment manager to ensure that the appropriate equipment (i.e. nets, balls, cones and bibs) are brought to and taken from training.

### **Games**

- \* You will be responsible for working with the Team Manager to communicate to the team the dates, times, locations and opponents for each game, as well as any other messages you may wish you to pass on in preparation for a match.
- \* You will be responsible for creating and communicating an overall strategy for each game, taking into account the opponent, location, player availability or injuries, and any other factors that are deemed relevant. Part of this strategy may include determining the starting line-up, appropriate substitutions, and working with the coach and/or manager of other teams should you need to pull players up.
- \* You will be responsible for ensuring that yourself and all players are familiar and act in accordance with all club and association policies regarding appropriate behaviour and code of conduct.

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## Roles & Responsibilities cont'd



- \* Where an incident (i.e. a red card offence) has occurred for a player on your team, you may be required to provide details and complete the [Incident Report Form](#) for submission to ESFA.

### **Management Administration & Communications**

- \* You are responsible for developing and communicating clear and specific goals for the team and individual players throughout the season, and demonstrating good knowledge of best practices specific to your coaching area.
- \* You are expected to support and collaborate with the club Technical Director and all other members of the coaching staff, in addition to various management functions and roles within the club.
- \* You may be expected to attend coaching clinics or skills-based workshops (whether for formal accreditation or otherwise) that are covered by the club.
- \* You will be required to attend periodic coaches meetings throughout the year. These meetings are held regularly and provide an opportunity to both receive key updates and provide a view of any issues faced or opportunities that may exist.
- \* From time to time you may be asked to assist with club promotions or events by circulating or reiterating messages to your team from our Operations, Volunteers or Communications Chair.

### **Resources, Tools & Policies**

The following resources and tools are available to help you perform your role as Team Manager:

- \* [ESFA Codes of Conduct](#): Above all, you must ensure that [you](#) and your [players](#) are always acting in accordance with this policy.
- \* [Team App](#): Manage the communication of matches, training and events and track player availability. Download from the app store.
- \* [WOBF Storage Facility](#): Pick up and return match equipment. Please check with [Anna Morrison](#) re: location, hours of operation and access codes.