# JOB DESCRIPTIONS

### **Head Coach**

#### Summary:

This position is required to set the technical direction of the club for all grades at training and competition matches

#### Responsible to:

Director of Rugby

#### Responsible for:

Club coaching and support staff

#### Role:

- 1. On appointment, and prior to the first club training session, formulate a player preparation plan for the season that encompasses the pre-season, trials, training and match play, post season and transition activities.
- 2. Oversee the preparation of any documentation that supports the training plan eg play book, selection policy, code of conduct;
- 3. Set and circulate season goals and performance targets for teams, staff and players monitor progress in the achievement of these goals/targets; provide feedback on a weekly basis.
- 4. Coach the 1<sup>st</sup> Grade Club team; monitor and assist the coaching and preparation of lower grades.
- 5. Liaise at least weekly with the Team Manager on player welfare, team support needs.
- 6. Attend all club selection meetings and apply the club selection policy.
- 7. Arrange and chair meetings with coaching & support staff and players preseason and during the season to formulate and subsequently review operations, documentation and progress make any adjustments and amendments as necessary.
- 8. Provide advice on the composition of the club's playing roster and liaise with the Director of Rugby on talent identification, player recruitment and retention initiatives.
- 9. Be thoroughly conversant with the Union's competition rules and all ARU policies and guidelines.
- 10. Each year participate in some form of professional development to keep abreast of trends and developments in sport generally and rugby specifically. Provide feedback to club personnel.

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- 11. Provide the Executive with a report at the conclusion of the year that covers and makes recommendations on :
- Team performance
- Club performance
- Facilities & equipment
- Player welfare
- Recruitment & retention
- Organisational & structural issues.

#### **Performance Measures:**

- An annual player preparation plan that embraces all grades for the forthcoming season is prepared;
- All selection meetings are attended and the club's selection policy is applied;
- A coaching plan for all practice sessions is prepared and implemented;
- All competition matches are prepared for and attended, coach the first grade squad;
- At least three club performance review meetings are co-ordinated and conducted during the year;
- Regular liaison is maintained with club officials on talent identification and player recruitment and development issues