Aveley Junior Football Club Inc.
A.B.N. 81 603 471 751 | www.aveleyfootballclub.com.au
Turkich Parade Oval, Bolero Road, Aveley | PO Box 2379, Ellenbrook WA 6069

AUSKICK COORDINATOR JOB DESCRIPTION

All executive and general committee members are responsible for acting in a manner which brings credit to the club and abides by all club, association, local district and W.A.F.C policies.

Objective

- To ensure all participants have fun and make new friends whilst developing many new skills as part of Australian Football.
- To provide support to the President and other committee members to ensure the efficient operation of the club.

Responsibilities

- Attend monthly committee meetings, provide input to relevant topics and preset an Auskick report when required.
- Assist with club registration and community activities representing Auskick.
- Act as the primary contact for Auskick enquiries.
- Attend club social events – family nights, presentation days and fundraisers.
- Facilitate the AFL Auskick Program.
- Develop Auskick coach action plan specific to age group.
- Liaise with Auskick coaches, providing regular feedback on training and match days and communicate rules to players, coaches and parents.
- Facilitate setting up and packing up of ground on home game day.
- Attend regional development meetings.
- Manage Auskick equipment and make recommendations for new equipment when required.
- Encourage and foster the maximum possible amount of parental participation in the operation of the program with development of the enrolled children.
- Establish and maintain a culture of inclusiveness and enjoyment of the game for all participants and volunteers.
- Possess level 1 coaching accreditation certification.
- Maintain confidentiality about club and committee matters.

Accountability

- The Auskick Coordinator is accountable to the President and general committee.
- Must seek ratification from the committee prior to committing the club to any financial expenditure or action.

Date	Item
01 MAY 2018	**Drafted**
12 SEP 2018	**Adopted by Committee**
12 SEP 2019	**For Review**