

Gungahlin United Football Club
Volunteer Role – Team Manager
Suggested approach

ROLE:

To help with the successful management of the team and welfare of the players, while making sure that all off field matters are dealt with ASAP. Support the coach and any support staff. Coordinate referee payment and ensure match cards are submitted.

SUGGESTED APPROACH:

- Liaise with team members, parents, coaches regarding training, competition, fundraising and club functions.
- Act as a liaison officer between the club and the team.
- Help work out a schedule for providing fruit/oranges at half time (if applicable).
- Collect extra money from parents at the start of the season for referee payment (number of games x cost of refs divided by number of players in your team)
- For the Girls U7-U9 competition and all U8-U11 games pay half the referee's match fee / For U12 – U18 pay half of the referee and any referee assistants match fee.
- Assist the GUFC Volunteer Coordinator by encouraging your team to provide people for volunteer roles if the club does a call out.
- Document any problems that arise between team members, parents, coaches and supporters and let the Club know.
- Help the coach to check that the field is correctly set up and help coordinate the return of equipment to appropriate storage area after training and matches if required.
- Receive a flag from the referee and arrange a volunteer to run a line (unless an assistant referee is available or it is unnecessary – U7 and below).
- U12 and up and senior competitions complete and submit match records to the Harrison Clubhouse letter box by 5.30pm on match day.
- Help coaches with any weekly "awards" handed out to players.

ACCOUNTABILITY:

Our Team Managers are accountable to the club committee and to the coach of the team they manage.

SUGGESTED STRENGTHS REQUIRED:

- Good organisation skills.
- Great communication
- Enjoy being part of a team
- A commitment to GUFC
- General understanding of the rules and regulations of the competition.
- Adherence to the GUFC values and the Codes of Conduct.

The estimated time commitment required as the Team Manager is approximately up to 2 hours per week.