

Youth Coordinator role:

Newcastle Vikings Handball Club



- One coordinator for each Handball Venue where children train.
- Should have or be working towards safeguarding training and DBS check.
- Would be useful to have activator training.

Regular training sessions.

- Meet parents at start of session and record who attends on SPOND.
- If parents are not registering their child's attendance on SPOND or are having difficulties with SPOND liaise with them to sort the issues.
- Provide a point of contact for parents and forward queries to the appropriate person if unable to deal with them yourself.
- Take card payments for those who pay per session.
- Support coaching team during the session as needed.

Other Activities

- Help to organise and advertise matches and tournaments.
- Talk to new parents about SPOND and training sessions, field any questions that they have.
- Encourage the young leaders to undertake some activities within the club.
- Get to know the children, their strengths and interests to help target any social activities or fundraising.
- Attend the AGM and any other meetings you are able to throughout the year.