



# Position Description – Futsal Director

Melbourne University Futsal Club

## 1. Position Title

Futsal Director

## 2. Objective

The primary purpose of the Futsal Director position is to provide relevant and valued coach support in the club environment, and to monitor and mentor coaches to conduct appropriate quality futsal activities that will enhance the players' and coaches' experience.

The Futsal Director looks to appoint, coordinate, educate and evaluate all coaches (and supporting roles such as Team Managers) at training and on match days

## 3. Responsibilities

- Develop a positive club coaching culture.
- Promote inclusive practice within the coaching at the club.
- Monitor and mentor club coaches and provide support based on their needs/ wants.
- Ensure the coaches have access to appropriate resources.
- Ensure coaches are aware of any development opportunities, including observing senior coaches and up-to-date information related to coach education.
- Present members with relevant information at the start of the season and update at regular intervals.
- Oversee structured coach recruitment and ensure coaching agreements are completed for each club coach, including Intervarsity coaches.
- Liaise with and attend meetings of Football Victoria and other Futsal Clubs.
- Facilitate structured review meetings with Coaches.
- Oversee player recruitment, pathways, player development and player selections in accordance with Club Policies and Procedures.
- Oversee the process starting from prospective potential athletes from enquiry to trialling, including facilitating open trials at least once per season/semester per competition, through to final selection and registration for any club fees.
- Ensure Futsal matters outside the roles and responsibilities of a coach are seen to and escalated to the Club Committee where required.
- Oversee (and escalate as required) any grievances or issues, or any disciplinary matters involving athletes or coaches in performance squads.



## **4. Relationships**

- Reports to the Vice-President and Club committee.
- Reports to Melbourne University Sport (for Intervarsity Programs).

## **5. Accountability**

- It is the responsibility of the Futsal Director to ensure each team has a coach in place who is qualified and suitable to coach that level team.
- Should ensure all members are aware of any upcoming coaching courses available or other internal development opportunities for prospective coaches.

## **6. Skill**

### **6.1. Essential Skills**

- Well-known and respected within the club.
- Basic understanding of Futsal Strategy and Futsal Philosophy.
- Sound organisational skills.
- Good communication skills – both verbal and written.
- Well-developed interpersonal skills, including empathy and caring qualities.

### **6.2. Desirable Skills**

- Minimum 12-24 months coaching experience.