



Kent Netball Management Committee Role Profile

COACHING SECRETARY

Introduction

The following role profile is not intended to be comprehensive, nor is it an expectation that potential volunteers will possess all the skills/personal qualities listed upon election. However, as a Chair of a Kent Netball Subcommittee, the Coaching Secretary will require some leadership potential.

The role of Kent Netball Coaching Secretary is held by the elected official for two years.

This role profile should be read in conjunction with the Kent Netball Management Committee - Roles, Skills and Personal Qualities document which outlines the requirements of all KNMC officers and includes definitions of the abbreviations contained herein.

The Coaching Secretary's role is to:

- report to the Chairperson;
- be responsible for improving standards of coaching within KN by providing opportunity for the continuous updating of knowledge and skill;
- advocate EN's coach education programme;
- act as a communication link between KN's netball coaches and the KNMC;
- liaise between EN, L&SE Region, Registered Member Leagues, Subcommittees and the KNMC;
- guide, coordinate, and chair meetings of the Coaching Subcommittee;
- prepare a report of the year's activities for the AGM;
- represent KN at the L&SE Coaching TSG; and
- champion the Coach Award.

Skills/Personal Qualities of the Coaching Secretary:

Chairs of the Subcommittees are required to have good communication, interpersonal and leadership skills. This role will suit someone with initiative and drive who is able to work in partnership with others, is good at teambuilding and has the ability to delegate.

An aspiring Chair of a Subcommittee will need to be willing to chair meetings and ensure that decisions are taken and followed-up. They will need to be a strong networker with some knowledge of KN's key networks and be prepared to speak clearly and succinctly as the public face of KN.

The Coaching Secretary will ideally be a qualified coach and have knowledge of the EN coach education programme.