

# Goulburn Rugby Union Football Club

## Job Description



### JUNIOR VICE PRESIDENT (SECONDARY)

The Junior Vice President (Secondary) coordinates and Secondary School aged teams administered by Goulburn Rugby Union and/or liaises with and assists other secondary aged clubs, teams and competitions in the local area, such as Trinity Catholic College.

As this position has less tasks and duties than the other Junior VP position, the Junior VP (Secondary) provides backup and support to the Junior VP (Primary) whenever possible.

The Junior VP (Secondary) may also be called upon to chair committee meetings when both the President and Senior VP are unavailable.

### RESPONSIBILITIES

As coordinator and/or liaison for local Secondary School rugby:

- Leads GRU Secondary School aged rugby sides in the event the Club enters teams in ACT Junior competitions
- Liaises with regional secondary schools about rugby opportunities
- Ensure all promotional materials provided for schools
- Make contacts with schools to advise of other relevant competitions and opportunities
- Coordinates the assistance with school training sessions by Senior club players which will assist with player recruitment further down the track

### KNOWLEDGE AND SKILLS REQUIRED

Ideally the Junior VP (Secondary) is someone who:

- Already has, or can develop, strong links with Goulburn and District's secondary schools rugby contacts
- Is well versed in current rugby training programs
- Can communicate effectively
- Is well informed of all organisation activities
- Can work well with parents and volunteers
- Has a good working knowledge of the constitution, rules and the duties of all office holders and subcommittees

### SUB-COMMITTEE INVOLVEMENT

- Football Committee
- Recruitment & Retention
- Fizzy Reds (as available)