

## Hastings District Canoe Club

### Role and Responsibility of the Junior Coordinator

Role; Club Junior Coordinator

Responsible to: Club committee through the Chairperson

Role purpose: To organise a programme of coaching and events for junior members of the club

Commitment: 2-3 hrs per week

#### Main Tasks

- ❖ Act as main contact for new and existing junior members
- ❖ Plan and coordinate activities for junior members and potential members
- ❖ Provide information on access to junior members
- ❖ Encourage participation of juniors in regional and club events
- ❖ To liaise with the Child Protection and Welfare Officer to ensure that all child protection policies are maintained throughout the club including events.

#### Skills Required

- Organised, honest and trustworthy
- Confident and imaginative
- Knowledge of Junior Awards and initiatives
- Good communication
- Enthusiastic and able to motivate others.