

## **Junior Rugby Committee's Responsibilities**

### **Overview**

The Junior Rugby committee is responsible for the development and delivery of the NWAA Junior Rugby and School Outreach Programs in consort with the coaches, the Youth Development Officer, the NWAA board, parents and the ERU.

This includes but is not limited to the following activities:

- Recruiting, developing and ensuring coaches and YDO have the necessary coaching certification and have completed the Vulnerable Sector Checks
- Develops strategies to recruit and retain junior members
- Works with the YDO to develop and deliver the School Outreach Program
- Develops the budget for both programs for approval by Board, monitors revenues & expenditures and does not over spend allotted funds
- Develops strategies to obtain sponsorships for Junior rugby
- Ensures that the ERU Development plan is updated and completed annually
- Maintains a good relationship with ERU Junior Director
- Attends the ERU junior director meetings
- Develops strategies to ensure good communication with players, parents and coaches
- Works closely with the NWAA senior mens and womens directors to develop strategies to transition junior players to seniors
- Promotes the ideals of the NWAA

### **Pre-Season**

- Ensure that all the required uniforms, equipment & gear is ordered & available for first practice
- Recruit new players, coaches and other volunteers
- Arranges for certification of coaches
- Arranges for VS Checks to be completed
- Hand out the team equipment and jerseys to coaches
- Communicates registration dates and Spring Camp dates

**During the Season**

- Maintains strong communications with parents, players and coaches, ensures that all members know what is happening with the club.
- Occasionally monitor the players and coaches during practices and games to ensure things are going well.
- Meet with coaches or players as required to improve program and or behavior
- Arranges a parents meeting at start of season to answer questions recruit volunteers
- Ensures that social events to promote Club spirit are held.

**Post Season**

- Receives the kits from each team and ensure they are complete
- Inventory and store all of the training equipment for the off-season
- Completes and submits the ERU Development Plan in conjunction with other committee members – October 15 annually
- Meets with all coaches to wrap up past season and start planning for next season
- Provide a year-end report in conjunction with other committee members for AGM