

# South Junior Competitions Committee

## Hon. South Junior Chairman

<b>Job Title:</b>	<b>South Junior Competitions Committee - Chairman</b>
<b>Location:</b>	<b>The South of England (EH South Hockey Region)</b>
<b>Salary:</b>	<b>None at present. This has been an Honorary Post with out of pocket expenses.</b>
<b>Hours:</b>	<b>As necessary</b>
<b>Responsible to:</b>	<b>South Management Committee</b>

### **ROLE SUMMARY**

The incoming Chairman will provide leadership of the South Junior Competitions Committee and its Management Committee and be answerable to the South Management Committee. The post is currently formally re-appointed on a yearly basis usually around September. The Chair will be primarily responsible for :

Directing Junior Committee members to fulfill all England Hockey requirements for South round Competitions.

Communicating with appointed representatives from all Junior SCHA County Association members with all aspects of junior hockey.

Overseeing the management of South Junior accounts such that they satisfy the South Management Committee annually with appropriate written accounts.

Liaising with England Hockey on all matters relating to South Junior hockey players.

From time to time be required to attend National meetings called by England Hockey (EH).

Attend South Management/Council meetings.

Ensure good practice throughout and thus contribute to the delivery of the strategic objectives of the SCHA.

### **KEY TASKS AND RESPONSIBILITIES**

- Chair South Junior Competitions Committee (Approx 3-4 meetings a year).
- Attend South Management/Council meetings (Approx 3-4 meetings a year).
- Attend National meetings ( as required - ad hoc).
- Oversee South round run Competitions (Schools and Clubs).
- Oversee South Website junior content.
- Oversee South Junior accounts.
- Liaise with EH staff.
- Communicate with County Associations Junior representatives.
- Provide annual report to South Council.
- Any other reasonable committee business.

### **Qualifications and Experience**

Good access and use of IT technology for e-mail, documentation, plus any other appropriate communication media options as necessary.

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#### Skills and Abilities

- Have a balanced view point for the long term good of the game and South junior hockey players.
- Be prepared to challenge all change to ensure it is for the good of South juniors.
- Good inter-personal skills with clear and accurate written and spoken communication skills
- Not to knee-jerk on decisions and be prepared to canvas wide opinion before acting.
- Set standards with attention to detail and relevance.
- Ability to perform under pressure and work to tight deadlines
- Willingness to work unsocial hours

#### EXPERIENCE AND KNOWLEDGE

- Well organised
- Excellent administration and communication skills history
- Be a team player with the ability to work from own initiative
- Energetic with the willingness to always learn
- A 'can do' attitude
- Ability to work under pressure and manage many priorities simultaneously

To Apply or ask for more details :	Contact via e-mail to Hon South Secretary Richard Macer ( <a href="mailto:richard.macer@btinternet.com">richard.macer@btinternet.com</a> ) with a short relevant hockey CV.
Closing Date :	end of June 2018
Interview Dates :	By mutual arrangement.