# Bayswater Lacrosse Club



### Role Description

| **Job Title** | **Director of Senior Women’s Lacrosse** | | |
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| **Accountability** | Club Committee & Executive | | **2-3 hours per week** |
| General Description - Objectives | | | |
| To be responsible for the management and co-ordination of matters relating to Senior Women’s Lacrosse and to ensure that appropriate systems are in place and operating that will enable senior women’s lacrosse to operate and progress | | | |
| Responsibilities | | | |
| * Monitor the progress of senior women’s teams and the club’s future at senior level. * Liaise with Directors of Recruitment and Development for the development of senior women’s lacrosse and players to be targeted for the season. * Organise team mangers for each team and ensure they understand and complete the tasks required including sporting pulse result entry after each game. * Organise coach’s nominations and ensure coaching applications are advertised in accordance with the constitution. * Organise International Players to comply with the Lacrosse WA quota. Contact and send club information to international players, manage and assist international players throughout their stay. * Liaise with coaches and players regarding the commencement of preseason. * Ensure accredited officials are provided for all senior fixtures. * Set up a mentoring program for junior players with nominated senior players each year * Check all players and volunteers are registered in Sporting pulse and monitor outstanding fees. * Ensure all members are aware of the Lacrosse WA scheduling, improvements and changes to Lacrosse WA rules for the junior men’s lacrosse season each year. * Provide input/advice on any changes to LWA rules and regulations * Foster team spirit amongst all players and encourage them to participate in a sporting manner. * Ensure all members are aware of and apply the principles of the Code of Conduct and Codes of fair play. * With the assistance of the committee deal with any complaints made against senior women members throughout the season. * Arrange weekly team selections for senior women’s lacrosse in consultation with senior women’s coaches. Ensuring all players are contacted prior to 12pm Friday. * Attend or arrange for another senior member to attend the Lacrosse WA senior women meetings as scheduled by Lacrosse WA. * Provide leadership in future planning for senior women’s lacrosse at club level. * Encourage all senior women to volunteer throughout the season to support the club for functional activities. * Liaise with senior women to ensure a representative is on the social committee * Prepare monthly reports for presentation at Management Committee meetings * Prepare annual report for AGM by second Wednesday in October and email to Club Manager * Assist officers and sub-committees in their duties. * Assist with other matters that may arise from time to time. | | | |
| Qualifications - Accreditations | | | |
| **Essential** | | **Desirable** | |
| Reporting | | | |
| * Provide a report on any aspect of the portfolio operations to the monthly Committee meeting. | | | |
| Relationships | | | |
| * Reports to the Club Committee. * Liaises with the Executive. * Liaises with key stakeholders. | | | |