



Blackheath Rugby – Junior Section Chairperson

Position Overview

The Junior Section Lead is responsible for the leadership, organisation, and strategic development of the Junior Section. This role ensures that all aspects of the Junior Section operate effectively, creating an environment in which young players can engage in rugby at various levels and fostering a seamless pathway for players transitioning from junior teams to the senior men's section. The Junior Section Lead will collaborate closely with Club leadership, parents, coaches, and volunteers to promote the growth and success of the Junior Section whilst ensuring adherence to the governance of the Club and the RFU.

Key Responsibilities

1. Leadership and Strategy

- Develop and implement the strategy for the Junior Section in alignment with the overall club strategy.
- Establish a Junior Section committee, defining roles and responsibilities for members (e.g., pitch allocation, fixtures coordination, tournament planning, comms, fundraising, safeguarding).
- Foster an inclusive and supportive environment that promotes player development and retention.

2. Committee Coordination

Recruit, organise, and lead the Junior Section committee to ensure the following roles are undertaken; ensure effective communication and collaboration among the committee members and hold regular, minuted meetings.

- **Pitch Coordinator:** Manages weekly pitch allocation and scheduling, provide to coaches and the RFU.
- **Fixture and Tournament Coordinator:** Organizes fixtures and liaises with opposing teams.
- **Governance Lead:** Responsible for safeguarding leadership, coordination of checks, identifying gaps and training requirements.
- **Communications:** Provides information on social media and to the Club comms leads on fixtures, match reports and events.
- **Fundraising:** coordinates, develops and implements fundraising activities. Liaise with the exec on kit requirements at the start of the season including first aid kit.
- **Membership:** Ensure all players are paid members, provide logs of attendance at training, liaise with the membership secretary on these and any additional points.

3. Player Development and Transition

A key role is to develop a robust Colts section within the Club with strong links into the adult section within the club.

- Work with coaches and senior club leaders to create a clear pathway for player development from junior to senior levels.
- Develop initiatives that encourage junior players to progress into the men's teams.
- Promote player welfare and ensure compliance with safeguarding policies.

4. Fixture and Tournament Coordination

- Coordinate with local and touring sides to schedule matches and tournaments, home and away.
- Ensure adequate facilities, referees, and resources for all Junior Section activities.
- Act as a key point of contact for visiting teams and tournament organisers.

5. Communication and Stakeholder Engagement

- Maintain clear and consistent communication with parents, players, coaches, and volunteers.
- Promote Junior Section activities through club channels (e.g., website, newsletters, social media).
- Represent the Junior Section at club meetings and external events

Experience and Personal Capabilities Required

- A passion for rugby and a commitment to promoting Junior rugby.
- Strong leadership and organisational skills.
- Excellent communication and interpersonal abilities.
- Experience in rugby.
- Strategic thinker with the ability to implement effective development plans.
- Commitment to player welfare and safeguarding standards.
- Commitment to TREDs

Key Relationships

- Junior Section Committee members
- Coaches and volunteers
- Club Committee and Exec
- Parents and players
- External stakeholders (e.g., opposing teams, tournament organizers)

Time Commitment

This role requires a flexible time commitment, including attendance at committee meetings, match days, and club events. Some evening and weekend availability is expected.

Reporting

The Junior Section Lead reports to the Chair of the Club Committee. A written report is required at the quarterly Club Committee meetings.

To Apply

Interested candidates are invited to submit an expression of interest to clare.elliott@blackheath.co.uk

Please note, in order to participate as part of the committee you must be a member of Blackheath FC.