



Lincolnshire County Archery Society

County Coach Organiser Job Description

- CCO must be a member of AGB, County and Region, CCO is nominated and selected by the Coaches
- To manage all officers carrying out duties on behalf of the County Coaching Organisation
- To have a clear structured communication plan
- To keep a Coaches, Register, complete with renewal dates - accessible via sport:80
- To assist where possible with any Coaching issues, Coaches have
- To receive information from AGB and disseminate to all Coaches in the County
- To organise and Chair meeting of Coaches to discuss Coaching requirements within the County through a structured agenda
- To organise and manage the Coaching Strategic Development Plan and ensure evaluations and updates
- To attend Coach Development Conference if possible
- To attend the National Coaching Conference if possible
- To write reports and present to County Meetings
- To assist with the development of any coaching programmes put on by the development officer
- To arrange safeguarding and CPD events for the coaches every year and Keep accurate record of all costs relating to Safeguarding and CPD, including a count of attendees
- **Regional Responsibilities**
- To attend RCO meeting
- To write and present written reports to each RCO meeting
- To assist the RCO in managing the CC/Coach/Level 1 renewal process by either Chairing or being panel members.
- To assist the RCO where possible to promote Archery GB directives relating to Coaching
- To assist with writing and evaluating the Regional Coaching Strategic Development Plan