

Scotland Senior Women's Manager

Roles & Responsibilities



JOB DESCRIPTION

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| Job Title: | Scotland Senior Women's Manager |
| Location: | Training is based primarily in Scotland with international travel as and when required |
| Reporting To: | Scotland Women's Head Coach |
| Purpose of Role: | To provide overall management of the Scotland Senior Women's Lacrosse Squad in line with LS frameworks and policies. |
| Key Relationships: | Internal: Senior Coaching & Support Staff, U19 Coaches & Manager, Lacrosse Scotland Finance Director, Head Office, Development, Fixtures and Club's Representatives, Senior Women's Squad Athletes External: Strong extensive network within National and/or International lacrosse |
| Accountabilities: | <ul style="list-style-type: none">• The Scotland Senior Women's Manager reports to the Women's Head Coach• Member of Lacrosse Scotland• Scotland Women's Manager will be subject to reference checks• Should the Scotland Women's Manager be unable to fulfil their term of service (i.e. removal from position, resignation etc.) the Women's Head Coach will name an Interim Manager until a replacement is named. |
| Responsibilities: | <ul style="list-style-type: none">• In consultation with the Head Coach, provide input on the direction of the program• Plan, implement and evaluate all administrative aspects of the program• In consultation with the Head Coach and LS Finance Director, manage the program budget• Provide a budget to all squad/team members and manage the budget throughout the season• Collect and record all funds associated with team operations, using sound financial procedures• Manage the overall business and non-coaching functions of the squad, including but not limited to player eligibility, anti-doping, fundraising, sponsorship, communications/social media and kit.• Organise all aspects of training weekends, tournaments and tours, appropriately delegating to other persons as deemed appropriate• Be a member of the interview panel for the selection of team personnel positions, as required• Organise meetings with team personnel and squad/team members where appropriate• Seek additional funding opportunities; in consultation with the Head Coach and LS Board of Directors• Maintain at all times appropriate relationships with athletes, coaches and team personnel• Monitor and promote good sportsmanship and responsible behaviour by all team members as per the LS Code of Conduct• Be a point of contact for Federation of International Lacrosse (FIL), European Lacrosse Federation (ELF) correspondence and the GB council• Participate in the selection process of additional management staff as required |
| Payment: | <ul style="list-style-type: none">• Payment of expenses incurred – including but not limited to travel and accommodation• A requirement to take out LS Membership for the duration of service to Lacrosse Scotland (this is a requirement for all coaching and management staff) |
| Key Work Objectives & Performance Indicators: | These will be agreed with the Women's Head Coach following appointment |
| Length of Appointment: | Minimum of one year, with commitment through to the next World Championships in 2022 |

PERSON SPECIFICATION

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| Job Title: | Scotland Senior Women's Manager |
| Professional Qualifications and Work Experience: | <ul style="list-style-type: none">• Completion of secondary education at an appropriate level. While completion of other qualifications is not mandatory, it will be highly regarded• Ideally, previous experience with lacrosse or an equivalent elite level sport in a position of responsibility. This experience will be heavily weighted towards Team Manager, administration and governance positions |
| Key Behavioural Competencies: | <p>The Scotland Senior Women's Manager must be a highly motivated individual who aspires to be successful and to help make the squad successful.</p> <p>The candidate should have:</p> <ul style="list-style-type: none">• Strong communication skills and demonstrate the ability to build strong working relationships• Demonstrated competence in business matters• Strong planning and time management ability• Strong financial planning and implementation ability• Sound IT skills• Negotiation and conflict resolution ability• Capacity to work in a team environment, facilitating commitment and adherence to team expectations, regulations and rules |

- Be of 'good standing' with the LS Board
- Be supportive of Lacrosse Scotland's vision of the growth and development of the women's game