



Parent Coordinator

Overview

This person will be a parent in a team (e.g., Under 14). This is a coordinator role with the responsibility to support the administration and organisation of the playing group. They will have a key role in organising competition match play (e.g. availability, communication of key details, selections and match fees), providing clear communication to parents. They will work in regular communication with the Coach.

A volunteer role.

Core requirements:

- A completed and valid Disclosure and Barring Service check (essential).
- Completed England Hockey Online Safeguarding Course (essential).
- Completed Role Acceptance Form (essential).

Role Responsibilities:

- A fun, friendly and present club person.
- Act as a link between coaches and parents.
- Support the Coach in competition match day administration.
- Demonstrate reputable behaviour in acting as a parent, player and club role model.
- Operate a fair and equitable selection process with primary concern over equal opportunity and player safety.
- Demonstrate positive, encouraging and polite pitch side behaviour with players, coaches and officials.
- Act in faith to the Leeds Hockey Club Missions Statement.
- Adherence to England Hockey and Leeds Hockey Club policy:
 - England Hockey's Code of Ethics and Behaviour
 - England Hockey's Safeguarding & Protecting Young People in Hockey Policy (and Leeds hockey club commitment)
 - England Hockey's Equality Policy.