



Dunoon United Football Club

Position Description

School Liaison Officer

Objective

To ensure that there is a functional link between local schools (both primary and secondary) and DUFC to ensure a steady stream of player registrations.

Responsibilities

- Attend school P&C meetings to promote DUFC and upcoming events.
- Keep the lines of communication open between DUFC and local schools.
- Assist in the organisation and promotion of school holiday activities / clinics.
- Assist in the distribution of any DUFC promotional material within schools around registrations or other events.

Relationships

- Reports to the President and General Committee.
- Partner with the Technical Director and MiniRoos Coordinator to engage with local schools to provide clinics for local school children.
- Liaise with local primary and secondary schools and School Zone Sport Associations in the DUFC area (for example, Dunoon, Corndale, Modanville and Bexhill).

Accountability

- The School Liaison Officer is accountable to the President and Committee.
- Report to the Committee on a regular basis.

Essential Skills

- Enthusiastic.
- Well organised.
- Dedicated club person.
- Passionate and dedicated to promoting DUFC to the wider community.
- Sound knowledge of the local area and schools within it.
- Good communication skills.
- Ability to foster DUFC values with external stakeholders.

Time Commitment

The estimated time commitment required as the School Liaison Officer is up to 1-2 hours per week around peak periods such as the registration period and school holidays.