

# BRIGHTON BOMBERS

Brighton Districts & Old Scholars Football Club Inc.

**Job Title:** Volunteer Vice President - Juniors

**Organisation:** Brighton Bombers Football Club

**Location:** Brighton Sports and Social Club, Highet Ave, Hove

**Time Commitment:** Monthly committee meeting 7-9pm and approx. 7-10hrs per week as required.

**Overview:** The Brighton Bombers Football Club is seeking an enthusiastic and dedicated individual to join our leadership team as the Volunteer Vice President – Junior Program. This role will oversee the development, operations, and administration of the junior football program, fostering a positive and inclusive environment for young players, ensuring the smooth running of the junior teams, and helping to shape the future of the club.

## **Responsibilities:**

**Leadership & Management:** Provide leadership to the Junior Football Program, working closely with coaches, team managers, and volunteers to maintain a high standard of coaching, discipline, and sportsmanship. Act as a liaison between the junior teams, parents, and the executive committee to ensure effective communication and collaboration. Support the President in the strategic planning and day-to-day running of the junior football division, ensuring that club values and objectives are upheld.

**Program Development & Growth:** Develop and implement strategies to sustain the junior membership, increasing participation across various age groups (as required) and support pathway development from junior to senior programs. Ensure the inclusion of all children, regardless of skill level, fostering a fun, supportive, and inclusive environment for all junior participants.

**Administration & Compliance:** Oversee and assist in the administration of player registrations, team selections, and match-day operations. Ensure the club complies with all relevant league rules, regulations, and policies, including child safety standards. Coordinate with the club's treasurer on budgeting needs and fundraising activities for the junior program.

**Volunteer Management:** Encourage and support recruitment, training, and coordination of volunteers, including team managers, first aid officers, and game-day support staff. Ensure that all volunteers working with junior players have the appropriate Working with Children Checks (WWCC) and are up to date on required training.

**Planning & Community Engagement:** Plan and execute junior program events, including presentation days, social gatherings, and parent meetings. Build and maintain relationships with local schools, councils, and other community groups to promote the club's junior programs. Act as a club ambassador, representing Brighton Bombers FC at league meetings, events, and other football-related functions.

**Qualifications/skills:** Strong leadership and interpersonal skills, with the ability to work collaboratively with diverse groups, including players, parents, volunteers, and other committee members. Passion for junior sports development and community engagement. Experience in coaching or involvement in junior football programs is highly desirable. Excellent organisational and communication skills, with the ability to multitask and manage various aspects of the junior program. Must have own computer and access to internet.

**Benefits:** Opportunity to shape the future of Brighton Bombers Football Club's junior teams. Build strong connections within the local community. Gain experience in sports administration, leadership, and event management.

