

POST: NATIONAL SQUAD TOUR MANAGER

Scottish Squad at the European Senior Touch Championships (16-18 June 2017)

LOCATION: Edinburgh for the European Seniors Championships

RESPONSIBLE TO: National Squad Committee

APPROXIMATE WEEKLY TIME COMMITMENT: Variable (minimal initially increasing in run up to competitions plus attendance at tournament)

We are looking for someone to oversee management of the squad we are sending to the 2017 European Seniors Championships. You will play an integral part in helping that team, its managers and coaches at the event, assist with logistics during the tournament and foster a unified Scotland squad experience.

Responsibilities	
<u>General Role:</u>	
<ul style="list-style-type: none"> • Provide liaison between tournament organisers and the Scotland coaching and management team, including responsibility for any collation information for tournament officials. • Co-ordination of team managers, ensuring they are properly briefed and aware of their responsibilities. • Fostering a one-squad 'Team Scotland' mentality amongst all players, managers, coaches and support staff. 	
<u>Key Focus Areas:</u>	
<ul style="list-style-type: none"> • Co-ordination of pre-tournament registration for players • Ensure the Scotland physio team has all they require: pre-tournament medical/injury information, playing schedules, adequate materials and facilities, invites in any post-tournament social events 	
<u>Additional Responsibilities:</u>	
<ul style="list-style-type: none"> • Ad hoc logistics such as the co-ordination of food for teams 	
Person Specification	
<u>Essential:</u>	<u>Desirable:</u>
<ul style="list-style-type: none"> • ability to make decisions under pressure • capacity to work independently • approachable and helpful demeanour 	<ul style="list-style-type: none"> • an in-depth knowledge of Touch • tournament experience
Skills/Experience	
<ul style="list-style-type: none"> • ability to work with other individuals in a group setting • excellent organisation, administration and IT skills • Able to give and take direction as required 	