**Title:** Men’sU20 Team Manager
**Position:** VoluntarilyFull Time.
**Location:** England and World Travel
**Responsible to:** National Performance Manager

**Issue Date:** February 2024

 **Role Summary**

To assist in the planning and lead on the delivery of a world class operations plan for the England Men’s U20 programme.

 **Duties and Responsibilities:**

* + Work with the National Performance Manager and Head Coach at all stages of planning and execution for the Programme including domestic training camps/competition events and international competition and development tours.
	+ Develop and implement the programmes operational budget, in conjunction with the EL finance team.
	+ Manage programme logistics in conjunction with England Lacrosse’s Talent and Performance Coordinator.
	+ Execute logistics in the build-up and during programme tours.
	+ Work with the England Lacrosse communications team on ensuring access to the programme for promotional and partnership opportunities.
	+ Collect and distribute programme information for England Lacrosse and additional partners and stakeholders.
	+ Attend meetings as and when required.
	+ Provide relevant reports and information when required.

**Person Specification**

**Experience**

* Experience of leading teams and effecting logistics plans.
* Proven ability to work within a set budget and produce basic account details.
* Experience producing planning documents and reports.
* Coordinating and overseeing volunteers.

**Knowledge**

* Understanding of wider team roles – sports science, medical, performance analysis.
* UK Anti-Doping framework.
* Safeguarding Policy and Procedure in sport.
* General Data Protection Policy and Procedure.

**Skills & Abilities**

* Ability to build strong working relationships with EL Senior members of staff and volunteers.
* Act professionally, demonstrating integrity and taking accountability.
* Excellent communication skills, verbal and written.
* Excellent organisational and planning skills.
* Demonstrates the ability to lead a team and or groups.
* Ability to work to multiple deadlines.
* Able to work independently as well as being part of a team.

**Personal Disposition**

* Comfortable with handling confidential information and sensitive situations.
* Must have an extremely positive approach to both work and life.
* Willing to work irregular hours and travel extensively both within the UK and oversees.
* Overnight stays and weekend work required.
* Promotes and demonstrates anti-discriminatory practice.
* Sets high standards and strives for continuous improvement in self and others.

**Qualifications**

* Current Frist Aid Certificate.
* Clear DBS Check.
* UK Coaching Safeguarding & Protecting Children - needs to be taken within the last 3 years.