**Huddersfield Giants Women U19’s Team Manager (part-time)**

Closing Date for Application: Monday 21st October

Interview Dates: Week of 28th October

Start Date: Monday 11th November

An exciting opportunity has arisen at Huddersfield Giants to join our Women’s U19’s team. We are looking to recruit an enthusiastic individual who will attend to all administrative matters relating to the team and players.

The right candidate will be able to work independently but actively seek support and utilise the experience of others to guide them in their role.

This is a voluntary role.

Responsibilities and duties

* Organise, co-ordinate and check player registrations
* Comply with player registrations requirements and ensure the team adheres to all the RFL protocol relating to registrations, transfers and squad announcements
* Liaise with key personnel at the club
* Co-ordinate/book travel for away fixtures
* Ensure the team selection process is followed and meets all the deadlines set by the RFL
* Help to organise and run matchday operations for home fixtures
* Attend training sessions and game days
* Team Welfare in conjunction with the WSL team manager
* Co-ordinate team ticket allocation
* Perform team sidelines duties at all games
* Accurate record keeping
* Assist the coaching staff with ensuring a culture of high standards in all aspects of preparation and performance

Please register your interest by emailing your CV and outlining your suitability for the position to Head of Women & Girls – James Westerby james@giantsrl.com