

Draft CANI Job Description

The Post: Regional Coaching Organiser (RCO)

1. Main purpose of this post is to
 - a. Oversee the work of the coaching workforce in N. Ireland.
 - b. Oversee the co-ordination and running of CANI coaching courses.

2. This person is responsible to:
 - a. CANI Chairman, committee and members

- 3 Responsible for:
 - a. The development and implementation of BCU coaching awards and training courses within NI.

- 4 The post is elected for a period of 2 years with the option to be selected for further office.

- 5 The duties that are involved in the job are:
 - a. Developing a calendar of courses and events in conjunction with the CDO.
 - b. Approving centres and providers who wish run courses.
 - c. Monitoring the quality of courses and the efficiency of administration by course organisers.
 - d. Attending steering group meetings for the CDO (bi-monthly).
 - e. Attending Council meetings (bi-monthly).
 - f. Attending Coaching Panel meetings (bi-monthly).
 - g. Representing CANI at UKCMC (Quarterly).
 - h. Attending other events / training courses in BCU as required.
 - i. Other relevant duties as may be reasonably requested to ensure the efficient and effective working of CANI.

- 7 The rewards or benefits.

There is no remuneration for this post – however direct out of pocket expenses are payable for travel and subsistence.