



## **Senior Women Team Manager - Representative Squad (Volunteer)**

### **Overview**

The Leicestershire Rugby Union is seeking to appoint a Team Manager to support the Head Coach and Assistant Coach(es) in the coaching and planning of the programme for the Leicestershire representative squad(s).

The Manager will, promote LRU CB protocol at all times and report directly to the LRU Director of Rugby/Chairman of Development of the Leicestershire (CB) Rugby Development Partnership

The voluntary position provides an excellent opportunity for either a level 1 / 2 coach or an existing volunteer manager wishing to improve their knowledge of team management and rugby governance to work with some of the best coaches and players in Leicestershire and other Managers on a regional basis. Personal development will be supported by the Leicestershire Rugby Union Development Committee.

### **Application Process**

Closing date for applications is 13<sup>th</sup> September 2025

Interviews will be held ASAP



## **Senior Women Representative Squad – Manager [Volunteer]**

The County Senior Representative Squad Team Manager will play a key role in delivering a successful programme ensuring that the programme framework is created, developed, and agreed by all key stakeholders; then delivered correctly and in line with best practice. The Manager will report directly to the LRU Director of Rugby/Chairman of the Development Committee of the Leicestershire (CB) Rugby Development Partnership

Key stakeholders are: the Senior Coaches, Chairman of the Development Committee of the Leicestershire Rugby Union.

Additional Stakeholders are: the players, referees, County Senior manager and Head Coach, Leicestershire clubs and coaches, other CB Coaches and Managers.

### **About the Job:-**

The voluntary position provides an excellent opportunity for either a level 1 / 2 coach or an existing volunteer manager wishing to improve their knowledge of team management and Rugby governance to work with some of the best coaches and players in Leicestershire and other Managers on a regional basis. The Leicestershire Rugby Union Coaching Committee will support personal development.

### **Specific Role Aspects include:**

- 1) Maintaining an up to date player and coach database and inform all regarding meetings, coaching sessions, matches and selection via Email, Leicestershire website, telephone and in writing where appropriate.
- 2) Working with the coaching team to provide all administrative support to the age group squad i.e. financial, communication and training, coaching and playing.
- 3) Ownership and active management of team costs and quarterly reporting of the team budget through the RFU/LRU budget process
- 4) Attending all Local and Regional trials, meetings, coaching sessions and matches where appropriate
- 5) Management of all relevant kit requirements of the squad and coaches following procurement guidelines and agreement procedures
- 6) Organises all relevant squad venues (training and games), catering, referees and medical support
- 7) Ensures that all training and match organisation meets the RFU minimum standards for safety and welfare of all involved.



- 8) Liaises with the LRU Director of Rugby/Chairman of the Development Committee regarding coach selection and induction process, helping to ensure that the most suitable and skilled coaches are appointed to the age group.
- 9) Engages periodically with U18s manager to discuss player development for future County teams.

**About You:-**

- Organised and proactive person who has a passion for rugby
- Able to make and/or use excel spreadsheets for management of annual team budget
- Has a player centered approach in all contact with players, clubs and other stakeholders
- Has empathy with the group of players recognising their needs and aspirations within the aspirational pathway
- Possesses a current driving licence and a valid enhanced DBS disclosure certificate

Closing date for applications is September 13<sup>th</sup> 2025

Please email your application using the Coach Application Form including two references to [dor@leicestershirerugbyunion.co.uk](mailto:dor@leicestershirerugbyunion.co.uk)

For further information or an informal discussion please contact – Director of Rugby ~ Marc Birr 07927 898463.