**Role of Small-Sided Games (SSG) Coordinator**

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The Small-Sided Games (SSG)Coordinator with liaise directly with the FFSA Junior Football

Coordinator on all matters relating to Small-Sided Football. The Coordinator will be responsible for distributing information and communicating with other interested parties within their club regarding Small Sided Football.

**Responsible To**

The SSG Coordinator is directly responsible to the President/Chairperson and members of the club.

**Responsibilities and Duties**

The Small-Sided Games Coordinator shall liaise directly with FFSA Junior Football Coordinator on all matters relating to Small-Sided Football. This includes but is not limited to:

* Is familiar and knowledgeable of the FFA SSG requirements, FFA National Regulations and FFSA Competition Rules and Regulations.
* Ensure, in conjunction with the Junior Club Delegate and/or registrar, that all SSG players are registered in accordance with the registration procedures and within the timeframe outlined by the FFSA.
* Ensure that all team coaches and managers are registered online as volunteers through the myfootballclub registration system.
* Ensure, in conjunction with the Junior Club Delegate and/or registrar that all team coaches and managers are provided with a list of registered players that are eligible to participate in SSG.
* Ensure that Game Day Leaders for Under 6 and 7 and Instructing Referees for Under 8 -11 are recruited for game day activities and that they are aware of their roles and responsibilities.
* Allocate volunteers to game day activities and ensure that they are aware of SSG requirements including field sizes, duration of games and general rules.
* Respond to all emails that are sent from FFSA in a timely manner.
* Review all Small-Sided Games fixtures and provide feedback to the FFSA Junior Competition Coordinator. Any requests for changes to fixtures are required to be notified to the FFSA within the timeframe specified.
* Notify all players, club officials and parents of any changes to fixtures including date, time and venue.
* Submit reports on behalf of the club relating to SSG. These may include but not limited to reports from coaches and/or managers relating to incidences or concerns that have arisen at games.
* Liaise with the Junior Club Delegate and FFSA Junior Football Coordinator in scheduling and managing SSG Gala Days held at their club.
* Communicate with the Junior Club Delegate and FFSA Junior Football Coordinator on a range of club matters relating to SSG ensuring that they compliment other matches/activities conducted by the club.

**Knowledge and Skills Required**

Ideally the SSG Coordinator is someone who:

* Can communicate effectively
* Sound organizational skills
* As a understanding of the MyFootball Club Registration System
* Can work effectively in a team environment
* Maintains Confidentiality
* Is proficient in the use of computers
* Has a good knowledge of the FFA National Regulations and FFSA Junior Competition Requirements.

**Estimated Time Commitment Required & Period of Appointment**

The estimated time commitment required as the SSG Coordinator is hours  
per week.

The SSG Coordinator is appointed for \_\_\_\_\_ year term.