



Amesbury RFC - Walking Rugby Team Manager

Purpose

Amesbury Rugby Club seeks a Walking Rugby (WR) Team Manager (TM) for the 2025/26 season. The successful applicant will be responsible for overseeing and directing all aspects of team administration and support for the Walking Rugby team

Appendix 1 shows a table of expectations in detail.

Key aspects of the role

1. Planning & Communication

Work with the Director of Rugby (DoR) to ensure collaboration and communication between Team/management & Executive Committee is effectively managed.

2. Team Management

Ensure availability of players for Training & Matches and track using a variety of medium such as WhatsApp, Spond (an availability tool) to enable team communication.

3. Safeguarding & Training

Be willing to undergo DBS clearance as players can be under 18 in the WR section. Undertake all RFU pre requirements such as Headcase etc before commencing the role in July 2025. Also Ensuring appropriate clearances/qualifications are held by those within the section that require them (Coaches/Medics etc).

Is this role for you?

You do not necessarily need to be a player or have played rugby. You will be level headed with effective planning and communications skills, you will be responsible for the managing and reporting on team matters via the DoR. You will drive the WR team initiatives both on and off the field. You will have a budget responsibility with an input to whole club budget planning.

This is non-paid role

Next Steps

Expressions of interest should be sent to:

amesburyrfc.chairman@gmail.com Closing Date: 30 May 2025

Appendix 1

WR team manager duties

Essential duties

- Liaise with club Facilities manager re bookings of pitch and pavillion, and any pitch issues
- Liaise with the DoR, Management and Club executive where required
- Arrange fixtures for WR and respond to fixture requests, including festivals.
- Deliver annual WR recruitment activity.
- Liaise with the club Social media volunteer and request WR posts be made and provide content
- Communicate effectively with WR team, coaches and referees, inc organising players for fixtures/festivals, whole club matters etc
- Organising drinks and food for after fixtures with other teams at home
- Organise section awards for club awards evening, and present awards on the evening
- Using GMS to monitor WR member info and producing required info for emergency contacts, medical needs etc for emergency first aid on pitch
- Responsible for keys to pavilion and store and ensuring access for WR squad when required and for securing premises at end of training if necessary
- Sourcing and booking of indoor training sessions (NB Tidworth already booked for 25 to 26)
- Liaising with club treasurer re payments for indoor sessions and festival fees etc
- Building positive relationships with other sections in the club
- Supporting club membership secretary in getting WR membership fees paid
- Being a part of the club management group and responding as necessary

Optional duties

- Organise WR tour annually
- Seeking and attending community events to promote WR e.g Amesbury fete, Durrington vintage vehicle event
- Organise WR social events e.g BBQ, curry night?
- Seeking advertising mediums for WR and arranging for material to be published e.g Silver surfer, Larkhill gazette, Stonehenge trader, fliers for shops etc
- Maintain and update WR calendar (dates, people etc)
- Attend club AGM and report any relevant info to WR squad