



West Midlands Metropolitan County Schools Football Association



County Team Manager and Coaches Roles and Responsibilities

A County Team Manager or Coach shall: -

1. **Qualifications**
Hold the following qualifications;
 - a. A current FA CRC
 - b. An FA Coaching Qualification, preferably a UEFA B Licence or at least an FA Level 2 Coaching Certificate
 - c. An FA Treatment of Injury Qualification
2. **Conduct**
 - a. Uphold and maintain the ESFA Code of Conduct for Players, Staff and Parents
 - b. Maintain the County's required high standards in term of dress and behaviour, both on and off, the field of play
3. **Selection**
 - a. Liaise with the Director of County Football
 - b. The selection of the Association's Representative Side(s) shall be vested in the elected Management Team/Selectors
 - c. The Association's Representative Team (s) shall be selected on merit/ability.
 - d. All affiliated associations within the West Midlands shall be invited to nominate players.
4. **Match Arrangements**
 - a. Fixtures are arranged by the Director of County Representative Match.
When a squad has been selected it will be placed on the County web site, on its twitter account, and in the first instance a letter sent by post.
 - b. The Team Manager will be expected to contact the parents of the squad by text to obtain confirmation of availability for the match. Also inform the parents in the event of a postponement
 - c. All playing kit, tracksuits, footballs and first aid will be provided by the County.
5. **County Tours**
Co-ordinate and seek Council approval any proposed national or foreign tours and liaise with County Hon. Treasurer to ensure system is in place for payment of all income and expenditure relating to tour
6. **Annual Report**
Each Team Manager will be required to submit an Annual Report to the County Hon. Secretary on the relevant age group team to include a report of the matches and results played and a list of all players who have represented the County.