

VOLUNTEER ROLES WITHIN THE JUNIORS CLUB

Harrogate Harriers Juniors is run by entirely by volunteers and we are always keen to hear from new parents who would like to get involved and enable us to continue to offer training and competition opportunities to our athletes.

If you are interested in any of these roles or would like to get involved in some other way, please get in touch with Chris Forrest our current Club Chairperson (juniorsxc@harrogate-harriers.co.uk) . Thank you in anticipation of your valuable support.

ROLE	DESCRIPTION	CURRENT VOLUNTEER
Club Chairperson	The figurehead of the club, leading its affairs and representing the interests of its members.	Chris Forrest
Club Secretary	Central figure who knows the club's inner workings, organises and minutes committee meetings.	Corinne Dickson
Treasurer	In charge of the club's finances including record-keeping and reporting.	Vivienne Whitelaw
Membership Secretary	Manage the club's membership (renewals/subscriptions) and play a part in retention and member recruitment. Ensures that athletes are registered with England Athletics.	Emma Augton
Administration	Manages requests to join the club and the waiting list, manages the membership process, supports the Membership Secretary and deals with incoming emails.	Fiona Smith and Mark Gardner
Welfare Officer	Responds to any concerns over child welfare as well as ensuring robust procedures are in place to protect all children.	Karen Lister
Internal Communications Rep	Ensures timely, accurate and engaging communications to club members via email, the website and chosen social media channels.	VACANT
Website Content Manager	Manages the club website keeping it relevant, updated and as professional as possible in terms of design and content. Work closely with the internal and external comms reps.	Lesley Reid
External Communications Rep	To source and share news about the club externally e.g. to local press and on social media. Works closely with the internal communications officer and the website content manager.	Natasha Price
Kit Manager	Manages the sourcing, stock and sale of club kit.	Ruth Skaife-Clarke

Venue Manager	Negotiates and manages the club's bookings of training venues and our ongoing relationship with the management of those venues.	VACANT
Equipment Manager	Keeps an inventory of Club Equipment and works with coaches when new equipment needs to be purchased or borrowed.	VACANT
Grant Co-ordinator	Identifies and applies for appropriate grants that will benefit the club.	David Fisher
YDL Team Manager	Leads and organises teams for YDL	Mark Bryant
NEYDL Team Manager	Leads and organises teams for NEYDL	Christian Dickson
X-Country Team Manager	Leads and organises teams for X-Country events (PECO and West Yorkshire)	Rachel Forrest
Northern League Team Manager	Leads and organises teams for the Northern League	Jon Ireland
Home Match Organiser	Co-ordinate all aspects of the organisation of our home fixtures for the NEYDL, YDL and Northern League. This involves booking the venue, organising officials, booking a first aider, supplying refreshments, record keepers etc.	VACANT
Home Match Results Co-ordinator	Inputs and co-ordinate results at home matches	VACANT
Officials Co-ordinator	Recruits, trains and deploy officials for events.	VACANT
Head Coach	Oversees the provision of training sessions. Oversees the voluntary coaching team. Recruits and develop coaches as appropriate. Deliver coaching sessions.	Jon Ireland
Coach	Trains and supports the development of the athletes.	Mark Bryant Mark Webster Art McCann Colin Hickey Jo Day
Assistant Coach	Trains and supports the development of the athletes.	Rachel Forrest

		Lisa Cowley Natalie Barnett Vanya Worrell David Fisher
Parent Helper with training sessions	Supports the coaches and assistant coaches to deliver training sessions for athletes.	Rob Reynolds-Jones MORE VOLUNTEERS REQUIRED
Parent Helper with registering athletes	Registers athletes at the start of training sessions to help the Club comply with recommended child protection guidelines.	MORE VOLUNTEERS REQUIRED
Track Official	Attends events and takes on a track official roles as required.	MORE VOLUNTEERS REQUIRED
Field Official	Attends events and take on a field official roles as required.	MORE VOLUNTEERS REQUIRED
Youth Representative	Provides feedback from the perspective of the athletes.	VACANT
Club Photographer	Attends events and training sessions to take photographs and/or videos that can be used to promote the club internally and/or externally.	Mark Webster MORE VOLUNTEERS REQUIRED