

# **BOWLS HAMPSHIRE**

## **ROLE DESCRIPTION – JOHNS TROPHY MANAGER**

### **Responsibilities**

1. The Johns Trophy Manager (JTM) has responsibility for the management and development of all the teams representing Bowls Hampshire in the Johns Trophy, Walker Cup and Amy Rose Trophies.
  
2. Detailed responsibilities include:
  - Appointment of Assistant Selectors, who will attend events such as Area Finals to identify emerging talent and be present at Johns Trophy matches and trials to observe and report to the JTM on the performance of players.
  - Selection of teams/squads. The JTM is advised by the Assistant Selectors but has sole and final responsibility for team selection.
  - Advising on the appointment of a Junior Manager who shall have day to day responsibility for the Amy Rose team and communication with the U25 Men's Manager to ensure female players are included in the U25 mixed Home Counties League.
  - Appointment of a team captain to represent views of players to the JT Manager.
  - Arrange the venue for home Johns Trophy and Walker Cup games and agree venues with opponents JT Manager for away, trial and shake down games.
  - Arrange umpires for all home games
  - Communicate details of selected teams to players, area officials, Communication Coordinator and the Bowls Hampshire webmaster in a timely manner.
  - Acting as the Match Official at Johns Trophy and Walker Cup games.
  - Inform Bowls England of the results of matches in accordance with the established protocol.
  - Inform Communications Coordinator and Bowls Hampshire webmaster of results.

- Ensure players conform to the Bowls Hampshire dress code, adhere to any protocol for post match events and generally conduct themselves in a responsible manner.
- At home games, ensuring all equipment (scoreboards etc) are returned to store.
- Ensure he/she complies with Bowls Hampshire Safeguarding Policies and keeps appropriate records.

### **Qualifications Required**

3. The JTM should:
  - Be a good communicator and possess strong people management skills.
  - Possess extensive knowledge of bowling skills needed to compete successfully at Johns Trophy level.
  - Have the ability to use modern technology so as to communicate quickly with players and officers.

### **Terms of Appointment**

4. The JTM's appointment shall be from the AGM and last for three years although, at the end of each year there shall be a review, led by the BH Chairman, to ensure all parties are content to continue with the arrangements. There is no remuneration for this post although annual allowances will be made available towards expenses of the Manager, the Junior Manager and any "Assistant Selectors".

### **Responsible To**

5. The JTM will be responsible to the BH Executive reporting through the County Secretary. Each year, before the 30<sup>th</sup> September the JTM shall produce a report on the performance of the teams.