

BOWLS HAMPSHIRE

ROLE DESCRIPTION - MIDDLETON CUP MANAGER

Responsibilities

1. The Middleton Cup Manager (MCM) has responsibility for the management and development of all the teams representing Bowls Hampshire in the Middleton Cup, Balcomb and Home Counties League.

2. Detailed responsibilities include:
 - Appointment of Assistant Selectors, who will attend events such as Area Finals to identify emerging talent and be present at Middleton Cup matches and trials to observe and report to the MCM on the performance of players.
 - Selection of teams/squads. The MCM is advised by the Assistant Selectors but has sole and final responsibility for team selection.
 - Ensure good communication with the U25 Manager who has overall responsibility for all juniors and the Under 25 team.
 - Liaise with the U25 Manager to ensure potential players are identified for the senior team.
 - Appointment of a team captain to represent views of players to the MCM.
 - Arrange the venue for the home Middleton Cup and Balcomb games and agree venues with opponents MC 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 Middleton Cup and Balcomb Trophy games.
 - Inform Bowls England of the results of matches in accordance with the established protocol.
 - Inform HCL Secretary of the match results.

- Inform Communications Coordinator and Bowls Hampshire webmaster of all 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 MCM should:
 - Be a good communicator and possess strong people management skills.
 - Possess extensive knowledge of bowling skills needed to compete successfully at Middleton Cup level.
 - Have the ability to use modern technology so as to communicate quickly with players and officers.

Terms of Appointment

4. The MCM'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 and the "Assistant Selectors".

Responsible To

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