**Purpose**

The Junior Development Coordinator (**JDC**) is responsible for promoting opportunities for junior cyclists to participate in fun and inclusive cycling activities with Port Adelaide Cycling Club, and maximising youth participation in PACC events and cycling generally, and facilitating recruitment and retention of junior members.

**Duties**

The JDC should work with the President and the Board to:

* Plan and deliver cycling events (whether competitive, training, or social) with a focus on junior and developing athletes;
* Identify and support junior members to obtain relevant skills, including coaching, first aid, etc.;
* Develop and implement strategies to recruit and support junior members to the club, and to PACC’s events generally;
* Liaise with relevant stakeholders (councils, schools, AusCycling, BikeSA, community groups, parents) to maximise youth engagement with cycling;

The Board may approve funding to assist the JDC to obtain relevant qualifications including coaching or leadership training.

**Eligibility:**

The JDC must be a member of PACC, but is not required to be a member of the Board. As PACC’s Board Meetings are open to members, the JDC may attend any Board Meetings.

The JDC may hold other roles.

The JDC may (but is not required to be) a junior.

**Essential Skills and Requirements**

* ­Holds (or acquires immediately after election to the Committee) a current “Working with Children” check.
* ­Creative and enthusiastic
* Effective communication skills.
* Able to build strong relationships within the club

**Commitment:**

The JDC would be expected to commit approximately 2 hours (not necessarily all at once) to work with the Board to develop strategies and outline programs. Further time would be expected throughout the year to implement and improve strategies and programs.

The JDC may (but is not necessarily required to) facilitate events or undertake coaching activities.