

**England**



Angling Trust Team England Fly Fishing  
(AT TEFF)

Loch Team Manager

Role Description & Person Specification



## Introduction

Responsible to the AT TEFF Executive Officer - Loch Style, the Angling Trust Team England Loch Team Manager is the principal organiser and co-ordinator for England's Loch team.

## Main Duties

1. To be the primary organiser for all loch-style team matters.
2. Provide AT TEFF Executive and other appropriate officials with a detailed Budget of all events planned in the execution of this role. No expenditure is allowed until formal approval of the budget has been authorised by the AT TEFF Executive.
3. Managing the expenditure to the AT & AT TEFF agreed budget. Expenditure in excess of the agreed budget will only be accepted in exceptional circumstances
4. To report regularly updates of the expenditure as they are both committed to and finalised.
5. To attend the relevant National Final and International.
6. To communicate with team members on their responsibilities, finances and obligations
7. To issue and ensure completion of the AT Team Member Agreement / contract.
8. To compile adequate personal information of team members to enable an effective response should any personal emergency occur to a team member.
9. To organise practice, development sessions and squad days for the teams.
10. To brief the team captains on their duties.
11. To assist and oversee the team captain's preparation of an effective practice plan and match day tactics
12. To maintain team discipline.
13. To ensure that captain and team members are aware of the competition rules.
14. To chair team meetings, and promote morale and team endeavour.
15. To attend meetings as required (some online, others at the international venues).
16. To represent AT TEFF at meetings with the IFFA.
17. To provide reports and budgets, match results and press releases
18. To be a member of the Angling Trust.
19. To provide any other reasonable duties as requested by AT TEFF exec.

When England host the Loch-style International the following duties will also be part of the role. These duties will be shared by both the Loch Team managers.

1. To be the primary point of contact for all loch-style team matters.
2. Being the primary organiser and point of contact for all AT TEFF Loch-style international matters, responsible to the AT TEFF Executive.
3. Acting as the primary organiser and point of contact for all matters relating to the organisation and hosting of the Loch-style International, responsible to AT TEFF Executive.
4. Produce a budget forecast for the Loch-style International
5. Attending the relevant international event.
6. Communication with the AT TEFF Executive and other International Officials e.g., advising them of the arrangements, responsibilities, financial commitments and obligations to sponsors.
7. Liaison with Hotels, Fisheries, AT TEFF National Coordinator, the organising and booking of hotels, boats, and boatmen etc.
8. Briefing AT TEFF Executive on the International arrangements, hospitality for guests and sponsors etc.
9. Providing responsive reports and information to the AT TEFF Executive.

## Compliance

1. To comply with and adhere to all AT TEFF & Angling Trust corporate governance requirements, policies and procedures.

### AT TEFF LOCH TEAM MANAGER PERSON SPECIFICATION

<b>REQUIREMENTS</b>	<b>DESIRABLE</b>
Role Knowledge/ Skills/Aptitudes	Use of social media and web systems Working knowledge & understanding of current Competitive Fly-Fishing Championships
Personal Qualities	A strong sense of ethics & fair play Good interpersonal skills Pro-active Team leader/player A great motivator focused on achievements and delivery of results. Able to work both independently and as part of a team. Organised, proactive, conscientious and reliable.
Circumstances	Driving licence & own transport. Willing to travel Able to dedicate volunteer time and personal resources to role