

England



Angling Trust Team England Fly Fishing
(AT TEFF)

World Masters Team Manager

Role Description & Person Specification



Introduction

Responsible to the AT TEFF Executive Officer - FIPS International, the Angling Trust Team England World Masters Team Manager is the principal organiser and co-ordinator for England's World Masters Fly Fishing Team.

Main Duties

1. To be the primary organiser for all World Masters team matters.
2. Provide AT TEFF Executive and other 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 Elite Performance Programme events as required.
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 prepare an effective practice plan and match day tactics
11. To maintain team discipline.
12. To ensure that team members are aware of the competition rules.
13. To chair team meetings, and promote morale and team endeavour.
14. To attend meetings as required (some online, others at the international venues)
15. To represent AT TEFF at Fips Mouche Captains meetings during the Championship.
16. To support the AT Fips Mouche Representative as requested.
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 executive.

Compliance

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

AT TEFF WORLD MASTERS TEAM MANAGER PERSON SPECIFICATION

REQUIREMENTS	DESIRABLE
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