

**Role:** Inter Association Secretary

**Currently held by:** Kevin Laundon

**Overview of the Role:**

* To support county teams in the organisation of training and fixtures.

**What you’ll be doing:**

* Liaising with county staff.
* Contact with counties from across the country regarding fixtures.
* Attending SEESFA meetings and AGM
* Co-ordinating a calendar of events to match the needs of staff.
* Contacting local facilities to ensure the provision meets the requirement of teams.
* Working within a budget to ensure facilities and coaches are booked at a competitive rate.

**The successful applicants will need;**

**Desirable;**

QTS or teaching certification

Degree in sports coaching/development or Education

Coaching Qualification

Experience of Coaching Football

Experience of Sussex Schools FA competitions

Please send an electronic copy of your CV along with a cover letter detailing why you feel you would fit this role.

Expressions of interest must include ‘Inter Association Secretary’ in the email subject line to Chairman Ross Maryan via email rossmaryan1985@gmail.com