

TELLICO VILLAGE BADMINTON CLUB  
LOUDON, TN 37774

DIRECTOR OF TRAINING/TEAM DESIGNATOR

The Function of the Director of Training/Team Designator is to manage all aspects of member orientation and training for the Tellico Village Badminton Club. Additional duties include acting as Team Designator during group play sessions, managing the use of reserved court time and providing other member resources. This is a *voting position* on the Executive Committee. The following tasks are required in the execution of this position:

**Orientation Program for New Members**

- Oversee the new member orientation program. Any changes to the structure of the program must be approved by the Executive Committee.
- Schedule and teach orientation from the outline approved by the Executive Committee.
- Select members to assist, when needed, during orientation sessions.
- Maintain and update the orientation packet. Any packet changes must be approved by the E.C.
- Contact signups to discuss the orientation process and set orientation dates.
- Provide signups a lesson outline approved by the Executive Committee and send orientation reminders.
- Provide new member information to the Treasurer who will send dues letters to those whom have completed orientation and played one session in group play.

**Member Training and Coaching**

- The Training Director establishes, develops and approves all training programs, orientations, clinics and coaching sessions used for and in behalf of the TVBC, including those used for club promotion to introduce badminton to prospective new members.
- Clinics or coaching sessions developed by the Training Director must be based on proper techniques as described in “Badminton Steps to Success” or “Skills, Drills and Strategies for Badminton” or must be approved by the Executive Committee.
- Solicit members, as needed, to assist in training programs
- Plan and schedule special training events involving invited guests of the TVBC. Special training events must be approved by the Executive Committee.

**Member Resources and Other Duties**

- Serve as administrator for scheduling reserved court time
- Assist new members who request help with equipment
- Order birds for Club Group play

**Managing the Approved Club Process of Team Designating**

- Assign teams during Group Club Sessions to ensure games will be fun and competitive for everyone by balancing as best as possible the strength of teams on each side of the net.
- Monitor playing time by shortening games to address excessive waiting on the bench
- Designate and train alternate Team Designators to assist, when needed

**Community**

- Club spokesperson regarding new member orientation
- Club spokesperson regarding the club process of Team Designation
- Assist in events approved by the Executive Committee involving other clubs or individuals for club play or club promotion