

## DEVELOPMENT COORDINATOR – REGIONAL WA

<b>Employer</b>	Netball WA
<b>Position Title</b>	Development Coordinator – Regional WA
<b>Reports to</b>	Netball WA Stakeholder Manager
<b>Department</b>	Community Netball
<b>Office Location</b>	Department of Local Government, Sport and Cultural Industries Regional Office or Agreed Location
<b>Service Area</b>	Regional Areas as outlined in the Regional Office Map
<b>Organisational Overview</b>	Netball WA is the governing body for the sport in Western Australia, incorporating the subsidiary entities of West Coast Fever Netball Club and Glass Jar Australia. Netball WA has a clear vision to be ‘The sport of choice in Western Australia’. Underpinning this vision is a new 2018-2022 Strategic Plan which outlines key outcomes, goals and strategies across four pillars within Netball WA; People and Culture, Participation, Pathway and Business Performance, all driving the sport in its purpose of “Advancing Netball, Advancing Communities”.
<b>Position Overview</b>	Reporting to the Netball WA Stakeholder Manager, the Development Coordinator’s role is to lead the coordination and delivery of education, accreditation, pathway programs and development of players and coaches in collaboration with the Association Development Officers in the designated Region.  This position will also work closely with the team dedicated to the growth and development of the Region and provide input into the goals and objectives of Netball WA and the Region. Networking with other volunteers and industry professionals is an important component of this role.
<b>Core Responsibilities/Duties</b>	<ul style="list-style-type: none"> <li>• Promote Netball WA’s purpose of “Advancing Netball, Advancing Communities” together with our values of Professionalism, Collaboration and Innovation and associated behaviours.</li> <li>• Build strong relationships with the Association Development Officers (ADO’s) and Associations supporting them to build capacity within their Associations.</li> <li>• Assist the ADO’s in your Region to identify the development needs of coaches and players assisting them in preparing Development Plans and ensure this is addressed within the overall Regional Development Plan (RDP).</li> <li>• Create, implement and review Region’s development plan as it pertains to coach and player development.</li> </ul>



	<ul style="list-style-type: none"> <li>• In conjunction with NWA Stakeholder Manager, NWA Staff and Region Office personnel, prepare and attend quarterly Regional Advisory Committee (RAC) Meetings.</li> <li>• Disseminate coach and player development information as required.</li> <li>• Coordinate and deliver coach accreditation, education workshops and player programs as required.</li> <li>• Assist with the coordination of and attend carnivals as required.</li> <li>• Talent Identification (TID) of players and coaches during carnivals and visits.</li> <li>• Develop and maintain depth charts of the Region’s TID coaches and players.</li> <li>• In conjunction with the Stakeholder Manager and other NWA personnel coordinate/deliver Professional Development for the Region’s ADO’s.</li> <li>• Liaise with Netball WA Stakeholder Manager regarding Region Association visits.</li> <li>• Work with Netball WA Participation staff to identify opportunities in Associations and the wider Netball Community for programs such as:             <ul style="list-style-type: none"> <li>○ NetSetGO</li> <li>○ Sporting Schools</li> <li>○ Inclusion Programs</li> <li>○ Specialist Netball Schools</li> <li>○ Fast5</li> </ul> </li> <li>• In consultation with the Region Associations, provide a yearly calendar of all coach and player events.</li> <li>• Prepare budgets as required and complete monthly online reports.</li> <li>• Attendance at professional development days as required.</li> <li>• Any other reasonable duties within the Employees capabilities is expected.</li> </ul>
<b>Criteria</b>	<p><b>Essential</b></p> <ul style="list-style-type: none"> <li>• Commitment to Netball WA’s values and behaviours</li> <li>• Must have minimum Intermediate Level coach accreditation, working towards Advanced</li> <li>• Demonstrated experience in coaching and mentoring</li> <li>• Experience in presenting education programs and workshops</li> <li>• Sound experience in Talent Identification of Players and Coaches</li> <li>• Sound computer skills and knowledge</li> <li>• Current Working with Children Check</li> </ul>



	<ul style="list-style-type: none"> <li>• A current “C” class WA Driver’s licence</li> <li>• Current First Aid Certificate</li> </ul> <p><b>Communication</b></p> <ul style="list-style-type: none"> <li>• Strong communication skills with the ability to cater to any audience</li> <li>• Able to provide accurate written and verbal communication to both internal and external stakeholders</li> </ul> <p><b>Teamwork</b></p> <ul style="list-style-type: none"> <li>• A cooperative team member with strong leadership qualities</li> <li>• Promotes respect for diversity and the importance of culturally appropriate behaviours</li> <li>• Ability to work independently and as part of a broader team</li> <li>• Proven ability to build relationships</li> </ul> <p><b>Planning and Organising</b></p> <ul style="list-style-type: none"> <li>• Highly motivated with ability to successfully plan for team projects and broader goals</li> <li>• Ability to plan and manage workloads to meet set timeframes</li> </ul> <p><b>Desirable</b></p> <ul style="list-style-type: none"> <li>• Experience in a similar position</li> <li>• Experience in the sporting or not-for-profit industry</li> <li>• Understanding of MyNetball database</li> <li>• Sound problem solving and conflict resolution skills/experience</li> </ul>
<b>Key Interactions</b>	<ul style="list-style-type: none"> <li>• GM Community Netball</li> <li>• Stakeholder Manager</li> <li>• Region Advisory Committee</li> <li>• Community Department Managers and Staff</li> <li>• Shared Services Department</li> <li>• Associations</li> <li>• Association Development Officers</li> <li>• Regional Academy Sport Coordinators (Country Region Offices)</li> <li>• DLGSC and other Government Departments</li> <li>• Other Stakeholders as required</li> </ul>
<b>Hours of work</b>	<p>This role is a maximum term position of 12 months with possible extension. Refer to the table outlined in the NWA Regional Office Careers Opportunities information located on the Netball WA website <a href="https://wa.netball.com.au/">https://wa.netball.com.au/</a></p> <p>The nature of this position requires some evenings and weekend work.</p>



<b>Salary/Benefits</b>	<p>A Salary as outlined in the NWA Regional Office Careers Opportunities information, plus 9.5% superannuation will be negotiated with the successful applicant dependent on level of experience.</p> <p>For specific salary details please refer to the table outlined in the NWA Regional Office Careers Opportunities information.</p> <p>Netball WA offers a range of benefits to our staff that include: Free parking on site, tickets to West Coast Fever and other events, access to Professional Development opportunities, Employee Assistance and Wellness Program.</p>
<b>How to Apply</b>	<p>Applicants are asked to forward a current resume outlining their relevant experience and a covering letter addressing the i) essential criteria and ii) motivation for your application via seek or e-mail to:</p> <p style="text-align: center;">Srijana Baisyet, HR Coordinator, Netball WA  <a href="mailto:hr@netballwa.com.au">hr@netballwa.com.au</a></p> <p style="text-align: center;">“Aboriginal and Torres Strait Islander people are encouraged to apply”.</p>
<b>When do applications close?</b>	<p>Applications close at <b>5.00pm (AWST) on Monday 29 October 2018</b></p>
<b>Who do I contact if I have an enquiry?</b>	<p>In confidence to Jo Smith, Stakeholder Manager <a href="mailto:jo.smith@netballwa.com.au">jo.smith@netballwa.com.au</a></p>

