



Position Title	Manager – 16U/18U State Titles Team		
Work Area	Performance & Competitions Unit		
Reports to	Performance Pathways Manager		
Primary Location/s	Brisbane		
Reportable Positions	None	Employment Status	Voluntary
Term	The appointment term is for the 2019 16U/18U State Titles. Decision on re-appointments for 2020 will be discussed following the 2019 event and will be dependent on the review process at the end of the 2019 State Titles.		
Modified	November 2018		

Organisational Context	<p>Netball Queensland Limited is a member organisation of Netball Australia, the national body for the sport.</p> <p>Netball Queensland ('NQ') is the peak state sporting organisation responsible for the governance, development, promotion and administration of netball throughout Queensland. Netball Queensland is a non-profit sporting organisation governed by a Board of Directors and managed by a vibrant team out of the head office in Moorooka.</p> <p>Our membership is up made of affiliated netball associations from across Queensland and currently has 79 affiliated associations representing in excess of 360 netball clubs and close to 62,000 registered players and non-playing participants. The State is divided into 12 regions each of which is an incorporated branch managed by a voluntary committee consisting of elected delegates from affiliated associations within a region.</p> <p>Support for netball has grown to include community participation and spectator involvement by engaging with the corporate community, schools, media, government and local authorities, ensuring excellence in all spheres of the sport.</p> <p>Netball QLD's current strategic plan is available on our website.</p> <p>Further information on Netball Queensland and our core functions can be found at: www.netballq.org.au</p>
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Primary Purpose of the Position
The primary purpose of the role is to provide support to the respective 16U/18U Team Head Coach, Assistant Coach and athletes. The successful applicant is responsible for all off-court matters pertaining to their respective Team including athlete wellbeing.

Primary Responsibilities

The Manager will be responsible for the following:

- Manage and oversee, in consultation with the Head Coach, and other relevant support staff, the wellbeing of the athletes as a team and individuals.
- Liaise with the players to collate lists of dietary requirements, medications, cultural sensitivities or other individual needs that may impact on the player and or team and communicate such information to the appropriate personnel.
- Work in conjunction with the Performance Pathways Manager in relation to the administrative duties relating to the 16U/18U team. Including but not limited to collecting details, forms, organising appointments, following up athletes etc.
- Liaise with the Head Coach and Netball Queensland Performance Co-ordinator regarding travel arrangements and details. Ensure athletes and officials are advised of these travel arrangements and requirements.
- Advise athletes of training schedule and requirements, including any changes to the schedule.
- Liaise with the Head Coach and Netball Queensland Performance Pathways Manager regarding injured athletes and/or alterations to the squad leading into the competition.
- Prior to competition, research the host venue, including places of interest and required amenities close to accommodation.
- In conjunction with the Head Coach, prepare a daily timetable for the athletes while in competition and inform athletes and officials in advance of the details of the schedule.
- In consultation with the Head Coach, work within the assigned budget and keep accurate records of all expenditure.
- Be responsible for all Netball Queensland equipment provided to the team for training and competition purposes. The equipment must be returned to Netball Queensland within fourteen (14) days of the conclusion of the competition.
- At the conclusion of the competition the Manager may be required to submit a written report. If required, this will be conveyed to the Team Manager prior to the end of the event.
- Coordinate the provision of appropriate food for recovery and meals during the preparation training and competition.
- Be the liaison point for parents regarding any enquiries and communication.
- Perform all other duties as are reasonably required by Netball Queensland.

The Manager will be required to attend the following:

- 16U/18U team induction and program planning;
- Relevant team trainings and match play;
- State Titles event from September 29 to October 1 2019;
- Relevant meetings as determined and required by Management Team/Netball Queensland;
- Relevant functions associated with the team as determined and required by the Licence holder/Netball Queensland;
- Professional development sessions as determined and required by Licence holder/Netball Queensland;
- End of program review as determined and required by Licence holder/Netball Queensland.

Qualifications and Experience

The Manager requires the following skills and experiences:

Qualifications and Experience

- Current Netball Queensland member;
- Possess a current Working with Children Suitability Card;
- Current drivers licence and vehicle;
- Current first aid training is advantageous;
- Previous experience in managing a team in an emerging elite, underage representative environment.

Knowledge and Skills

- Willingness and ability to continue to develop skills and knowledge under the guidance of Netball Queensland staff, Head Coach and professionals within the relevant industry;
- Proven ability to effectively manage staff and individuals;
- Organisational skills, communication and interpersonal skills;
- Demonstrated understanding of the recovery and dietary requirements of athletes in a performance environment;
- Demonstrated understanding of holistic, athlete centred programming;
- Proven ability to maintain and monitor budgets.

Personal Attributes

- Commitment to Netball Queensland values;
- Demonstrated commitment, drive and initiative to assist the Head Coach to manage the competition requirements and meet the performance goals established in the 16U/18U State Titles campaign plan;
- Proven ability to work autonomously and effectively within a team environment;
- Understanding of the requirement for confidentiality, impartiality and ethics in regards to dealings with athletes, parents and/or guardians;
- Demonstrated commitment to athlete wellbeing.

Key Performance Indicators

This role will be evaluated on the following basis:

- The absence of avoidable incidents or events that impact on the performance or welfare of the players and or staff involved with the team.
- NQ, player and staff survey feedback re performance of the Manager
- Manager's performance with respect to:
 - Overall team management
 - Communication effectiveness and timeliness

Other Information

At times the role of Manager may require:

- After hours and weekend work;
- The team manager will be provided with accommodation, meals, uniform and travel at no cost while attending the 16U/18U State Titles.