



POSITION DESCRIPTION

ACT Marie Little Shield Team Manager

Organisation Information:

Netball holds a unique position in the Australian sporting landscape. It is a sport with significant and long held participation rates that are the envy of many other Australian sports. It is widely held to be the leading women's sport in Australia. In fact, eight out of ten Australian families have had some involvement with netball; either through playing, volunteering, coaching or assisting in the administration of the sport.

Netball ACT is the peak body for Netball in the Australian Capital Territory. Netball ACT operates under Memorandum and Articles that are resolved by the affiliated Member Organisations. Whilst being a Member Organisation of Netball Australia.

Our purpose is to inspire the community to join our netball family and strengthen our sport through participation and success in Netball competitions at all levels.

To ensure Netball ACT continues to deliver on its strategic priorities, the organisation will focus on growing participation and customer engagement, while working to realise the untapped value in its asset portfolio.

Program Information:

The Marie Little Shield is Australia's national tournament for females aged over 16 years with an intellectual disability. Named after disability netball pioneer, Marie Little OAM, the competition sees teams from each state compete. The program encourages skill growth on court, personal development off court and team cohesion in group environments.

2021 Marie Little Shield Tournament

Due to the COVID-19 pandemic, Netball Australia made the difficult decision to cancel the Marie Little Shield last year. Netball ACT are focused on building on our inaugural 2019 program.

The dates and location for the 2021 tournament are yet to be announced by Netball Australia but will be updated on our website once confirmed.

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Position Specification:

Position Title	Marie Little Shield Team Manager
Organisational Relationships	<p>Reports to: Participation Coordinator</p> <p>Key Relationships: Netball Australia, Team Coaches, Team Support Staff and Team Athletes</p> <p>Supervises: Nil</p>
Stakeholder Relationships	External: Netball Australia, NACT Member Organisations, Member Organisation Coaches, Local Disability Services & Organisations
Selection Criteria	<p>The position incumbent will possess a high level of:</p> <ul style="list-style-type: none"> • Demonstrated experience working as part of a team to achieve the organisations objectives • Ability to inspire, empower, influence and enable others • Interpersonal, engagement and communication capabilities • Political acumen, initiative and pro-active problem solving • Flexibility, adaptability, resilience • A desire to learn and be innovative • Relevant experience managing a team • Understanding and application of current healthy nutrition habits and meal planning • Understands and role models NACT’s values • Understanding of risk management best practices • Experience working with people with an Intellectual Disability (desirable) • Understands and complies with the relevant NACT policies and procedures • Ensures that all ACT representatives understand they are considered role models, and that the brand and profile of the players, management, Team and Netball ACT are portrayed positively at all times • Ability to meet the duties, attendance and reporting requirements • Experience in working with bench officials (desirable) and game day procedures or willingness to learn • This position has a level of autonomy in decision making and a high level of judgement is required. • Ability to make decisions within regulations, organisational strategies and corporate policies and procedures. • Maintaining performance while navigating, managing and negotiating competing priorities • Current financial member of Netball ACT

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<p>Salary / Tenure / Hours</p>	<p>An honorarium will be provided for the services of this position. Details will be stated within the volunteer deed agreement and represents payments made by direct debit to the incumbents identified bank account. The payment will be made at the completion of the program once the final report is submitted and will be made upon receipt of a Statement by Supplier and Tax Invoice.</p> <p>The ACT Marie Little Shield Manager will be appointed for five (5) months. The program is a four (4) month program commencing in June 2021 and ending in September 2021.</p> <p>As a volunteer position, the working hours will vary depending on the time dictated by the program schedule. It is anticipated that most working hours will be out of hours and may include early morning, late afternoon, and weekend sessions.</p>
<p>Qualifications</p>	<ul style="list-style-type: none"> • Current Australian driver's licence • Current Working with Vulnerable People Check • Current First Aid Certificate.
<p>Duties</p>	<ul style="list-style-type: none"> • Liaise with NACT, coaches, athletes, parents and carers to ensure communication and relevant information is shared between all stakeholders • Manage the day-to-day organisation of the team on all logistical matters and within allocated budget. • Liaise with the Participation Coordinator on all logistics concerning the team, communicating in a timely manner to all Netball ACT communication. • Liaise with the Participation Coordinator on the budget and ensure prior approval from the Participation Coordinator for any unbudgeted expense • Liaise with the Participation Coordinator to organise the distribution of uniforms to players and officials • Ensure players and officials are clothed in appropriate team wear at training sessions, when on tour, during matches and match-day travel • Take responsibility for the conduct, well-being and appearance of all ACT representatives within their party. • Ensure the environment is prepared at all training sessions and trial games • In the event of injury or illness of a team member, support the medical personnel to arrange any necessary treatment • Research all local resources at each venue, including medical facilities • Take responsibility in conjunction with the Medical Personnel for ensuring all players have access to appropriate food and fluids and are following performance nutrition best practice. Reporting any concerns to the Head Coach and Participation Coordinator

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	<ul style="list-style-type: none"> • Responsible for all directions received from Netball Australia personnel while on tour • Ensure processes are in place so all members of the team are aware of the program and where they are required to be at all times while together as a team • Attend training sessions as required, and any event in which the team is participating • Organise and control bench and match protocol • Where necessary, provide a link between the team (players and coaching staff), administration and Netball ACT • Report any disciplinary matters immediately to the Participation Coordinator and work with Netball ACT delegated personnel in dealing with any discipline issues • Submit monthly itemised account of expenditure, including any expense claims and with all accompanying receipts to the Participation Coordinator • Final claims should be submitted within 14 days of the conclusion of the Marie Little Shield Tournament • Be responsible for returning to Netball ACT, in good order and condition, all NACT property within fourteen (14) days of final team commitment • Managers will be required to submit a report within fourteen (14) days after the tournament that includes a review of the campaign and program with recommendations on: <ul style="list-style-type: none"> • Team preparation – general • MLS – travel, accommodation, uniform • Organisation • Administration • Communication
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Application process:

To apply for the ACT Marie Little Shield Team Manager position please email a cover letter and resume to:

Lachie O’Sullivan
 Netball ACT Participation Coordinator
lachie@netballact.com.au
 (02) 6241 4088

Applications close 5pm Wednesday 26th May 2021