



**USC Thunder – (1x) HART Sapphire Series Team Manger and (1x) Ruby Series Team Manager**

<b>Position Title</b>	<b>Team Manager (HART Sapphire Series and Ruby Series)</b>		
<b>Work Area</b>	USC Thunder Management Team		
<b>Reports to</b>	Head Coach Sapphire Series Team and Head Coach Ruby Series Team and the Operations Manager where required		
<b>Primary Location/s</b>	Various		
<b>Reportable Positions</b>	None	<b>Employment Status</b>	Contract; Part Time (5-10hours per week from February through to August)
<b>Term</b>	The appointment term is for one cycle of the HART Sapphire Series however the incumbent may be given first right of refusal on the position for cycle two, reliant on successfully meeting negotiated KPIs at the completion of cycle one.		
<b>Modified</b>	Nov 20202		

<b>Organisational Context</b>	<p>USC Thunder is a newly established Netball Club taking part in the HART Sapphire Series league operated by Netball Queensland (NQ). The USC Thunder club is supported by the University of the Sunshine Coast (USC) with the club’s eligible player catchment area consisting of some 24 Associations, from Caboolture through to Rockhampton, the largest number of Associations in the league. The USC Thunder is a new Club fielding teams in both the Sapphire and Ruby series and the Club is looking to build a strong management team to support the growth and development of USC Thunder athletes.</p> <p>More information on the league can be found here: <a href="https://sapphireseries.com.au">https://sapphireseries.com.au</a> Netball Queensland is responsible for the management of the Sapphire Series which has a stated vision of seeking to transform lives through netball by creating the most professional, competitive intra-state competition in Australia, providing the strongest platform for players, coaches and officials to prepare for opportunities at the next level, while fostering a strong connectedness with the netball community, creating aspirational, local heroes for all Queenslanders.</p> <p>The objectives of the Sapphire Series are to:</p>
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- Position Netball as the vehicle for transforming the lives of women and girls through sport
- Inspire every Queensland girl to play netball through the creation of and connection with local heroes
- Create a semi-professional level of support on and off the court for the League and Clubs to deliver the premier intra-state women's competition
- Position the Sapphire Series as the strongest launching pad for elevation into the Suncorp Super Netball competition
- Place highly skilled, competitive netball, delivered in a professional manner within reach of a broader cross section of the community, creating a tribal fan base for each Club
- Establish a strong commercial platform through an iconic, fresh brand strategy, innovative marketing, strategic partnerships and a broad digital engagement plan.

### Primary Purpose of the Position

The primary purpose of the role is to provide support to the Head Coach, Assistant Coach where applicable, and to the athletes. The role is responsible for all off-court matters pertaining to their respective team including athlete wellbeing.

### Primary Responsibilities

#### **The Team Manager will be responsible for the following:**

- Manage and oversee, in consultation with the Head Coach, Physiotherapist, Strength and Conditioning Coach and other relevant support staff, the wellbeing of the athletes as a team and individuals, taking into consideration the daily training environment;
- Support the Club and the Head Coach to reinforce and encourage performance behaviours from all players;
- Liaise with the relevant persons 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 Club personnel in relation to the administrative duties of the team, including but not limited to collecting forms, organising appointments, following up athletes, completion of code of conduct forms etc.;
- Liaise with the Head Coach and Club personnel regarding travel arrangements and details. Ensure athletes and officials are advised of these travel arrangements and requirements in a timely manner;
- Advise athletes of training schedule and requirements in a timely manner, including any changes;
- Liaise with the Head Coach and required personnel regarding injured athletes and/or alterations to the squad leading into the HART Sapphire and Ruby Series season;
- Prior to any away matches, research the host venue, including places of interest, medical facilities and other required amenities close to accommodation;
- In conjunction with the Head Coach, prepare any required run sheets for all training camps and matches, ensuring a full management team meeting is scheduled each day, and communicate as such to all players;
- In consultation with the Head Coach, work within the assigned budget and keep accurate records of all expenditure;

- Be responsible for all equipment provided to the team for training and competition purposes. The equipment must be returned to the Club within fourteen (14) days of the conclusion of the season;
- At the conclusion of the HART Sapphire Series, complete the Managers written report. These are to be submitted to the Operations Manager within fourteen (14) days of the conclusion of the Series;
- Coordinate where required, the provision of appropriate recovery requirements;
- Perform all other duties as are reasonably required by the Head Coach and Management staff.

**The Team Manager will be required to attend the following:**

- Player induction;
- Relevant team trainings and match play;
- Relevant meetings as determined and required by the Head Coach and Operations Manager;
- Relevant functions associated with the team as determined and required by the Club and or Netball Queensland;
- Professional development sessions as determined and required by the Club and or Netball Queensland;
- End of program review as determined and required by the Club and or Netball Queensland.

### Qualifications and Experience

**The Team 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 or elite environment.

*Knowledge and Skills*

- Willingness and ability to continue to develop skills and knowledge under the guidance of the Club, Netball Queensland staff, Head Coach and professionals within the relevant industry;
- Proven ability to effectively manage staff and individuals;
- Outstanding organisational skills, excellent communication and interpersonal skills;
- Demonstrated understanding of the recovery and dietary requirements of athletes in an emerging or elite/high performance environment;

*Personal Attributes*

- Loyalty and support of efforts from Club staff in support of the Series;
- Demonstrated commitment, drive and initiative to assist the Coach to achieve a successful result in the HART Sapphire and Ruby Series;
- Proven ability to work autonomously and effectively within a team environment;
- Understanding of the requirement for confidentiality, impartiality and ethics in regard 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;
- Player and staff survey feedback re performance of the Team Manager;
- Team Manager's performance with respect to:
  - Overall team management;
  - Efficient budget management and tracking;
  - Expense reductions for both Players and the Club;
  - Communication effectiveness and timeliness; and
  - Liaison with Club Operations and Netball Queensland Operational staff.

**Other Information**

**At times the role of Team Manager may require:**

- After hours and weekend work;
- Inter and Intra state travel (Sapphire Series – 1 x Townsville Match; Ruby Series South Queensland Travel only);
- The role, as indicated, will largely be required during Feb through to August with some time either side of this period as needed.