



## Position Description

<b>Job Title:</b>	Team Manager Position: U19 Women
<b>Business Unit:</b>	High Performance / National Teams
<b>Reporting to:</b>	Head of National Teams Operations
<b>Direct Reports:</b>	N/A
<b>Location:</b>	N/A

### 1. Basketball Australia

Basketball Australia is the governing and controlling body for the sport of basketball in Australia. A not-for-profit business, Basketball Australia's members are the eight state and territory basketball associations.

Basketball Australia manages elite high-performance teams including national teams (Opals, Boomers, Gliders and Rollers) and elite competitions including the Women's National Basketball League (WNBL) and the South East Australian Basketball League (SEABL) and several annual National Junior Championships.

Basketball is an Olympic and Paralympic sport and shares one of the highest international profiles. Australia is currently ranked fourth in the world by the international governing body FIBA.

Basketball Australia manages 16 national teams which compete in Olympic and Paralympic Games and FIBA World Championships.

### 2. About the Role

The Team Manager will be required to manage the best interests of the team within the broader parameters of the best interests of Basketball Australia. The Team Manager will be the primary point of contact between the team and Basketball Australia. Communication between the athletes, coaching staff, support staff and Basketball Australia will be a primary component of the position.

The Team Manager will report directly to the Head of National Teams ,. The Team Manager will manage the team at all camps and all overseas tours and any competition in Australia.

This position is a voluntary position which may be rewarded via an undetermined honorarium payment. This will be advised to the successful applicant on appointment. Basketball Australia will cover all related expenses involved in this role.

The term of these appointments will be subject to Australia qualifying for FIBA World Championships and/or FIBA World Cup events.

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### 3. Key Responsibilities

The Team Manager will be responsible for:

- The management of team finances within the set budget at camps, tours and events in Australia and overseas;
- Work with the coaching staff to ensure appropriate behaviour amongst the team when they are representing Australia in any activity.
- Liaising with BA to ensure that all operational requirements are determined and implemented for all team's training camps and the organisation of tours;
- Ensuring the smooth conduct of all camps and tours;
- Ensuring all equipment and uniforms required for the team are organised;
- Development (from a BA-provided template) of camp and tour handbooks and communicating all relevant information to all athletes, coaching and support staff;
- Maintain up-to-date contact lists for all athletes and all support staff on BA's centralised database and/or intranet;
- Provide a full report of each game including team statistics for BA media and use on website whilst on tour;
- Assist the Head Coach whilst on tour with media requirements;
- Prepare and submit a report on each competition activity including all honour roll requirements for history purposes;

It is expected that the Team Manager will attend all training camps and travel with the team on all tours unless there are exceptional circumstances where BA may provide a replacement person. In addition, the manager may be required to attend occasional meetings organised by BA of all national team managers, and other meetings with the coaching staff or relevant personnel at Basketball Australia.

### 4. Expected Outcomes

*The Key Performance Indicators (KPIs) for this position are as follows:*

- Effective communication with athletes, coaching and support staff and BA
- Management of the team budget for camps and tours both in and out of Australia
- Development of Camp and Tour handbooks
- Management of the team at all camps and tours
- All team members abide by the BA Code of Conduct always
- Team reports and honour rolls are completed
- Please note that appointments are conditional based on the applicant's ability to provide a current Working with Children check from your home State.  
(<http://www.careforkids.com.au/articlesv2/article.asp?!D=82>)

### 5. Applying for this Volunteer Position

Expressions of interest and brief CV (maximum of three pages) should be submitted by Wednesday 9<sup>th</sup> March 2018 to:

**Michele Menso, Head of National Teams Operations** [michele.menso@basketball.net.au](mailto:michele.menso@basketball.net.au)