



# VMNL TEAM MANAGER POSITION DESCRIPTION

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The Manager of each Victorian team is considered a senior member of the team and may be responsible for making decisions regarding the team's welfare.

The Victorian Men's and Mixed Netball Squad participate in the annual AMMNA Championships. In 2018 this will be held in Sydney. As a Manager for the VMNL, you will play a key role in preparing a team to compete in the championships, as well as travelling with the team and providing support for the team throughout the tournament.

In the lead up to this competition, teams train weekly at Banyule Nets Stadium on Sunday morning.

## **General responsibilities**

- Maintaining an updated list of player details and advising the VMNL committee of changes;
- Recording player attendance at weekly training sessions;
- Liaise with the VMNL Umpires Coordinator to ensure that umpires are available when required;
- Attend all training sessions and all team functions;
- Liaise with the VMNL Treasurer to ensure all representatives are up to date with payments;
- Follow up and prompt all participants for all payments required
- Actively participate in the fundraising activities for that team
- Being aware of any player's medical requirements
- Escalate any issue which may arise during the commencement of the training period through to the completion of the championship
- Maintain an appropriate relationship with the team coach, working together to support the team's needs

## **Touring Responsibilities**

- Wash the playing uniforms
- Prepare meals appropriately to dietary needs
- Take direction and perform duties as requested and directed by the team coach
- Ensure appropriate transport arrangements are made for the duration
- Submit a written report at the completion of the championships to the Victorian committee
- Ensure all VMNL property (balls, etc) is properly accounted for and returned to the VMNL after the Championships have concluded;
- Collect all moneys required and maintain an accurate accounting of such moneys using the provided VMNL Log Book;

- Return Accounting log book at the conclusion of the championship;
- Ensure at all times, the team behaviour is appropriate in accordance with the VMNL and AMMNA Codes of Conduct and meets all dress code requirements

**Key skills and Qualifications:**

- Excellent interpersonal skills
- Communication skills
- Teamworking skills
- Excellent organisational skills
- Current Working With Children check