

Corryong Football Netball Club Inc. Human Resource Management - Netball



Position Title

Netball Sub-committee (2 positions)

Position Description (what the position involves)

The position of Netball sub-committee for the 2015 season involves working directly with the **Netball Vice President, Coaches** and **Team managers** for the season of 2015 to ensure that all administration is ready for the Home and Away season (and finals). This is primarily an administrative role.

☒ Volunteer ☐ Permanent ☐ Part-time ☐ Casual ☐ Contract

Position Reports Directly To

- Vice President (Netball) and Executive committee

Key Responsibilities and Duties

- To work with both the **Senior** and **Junior Netball Coach/es** and **Vice President (Netball)** to see the smooth running of netball competition within our Club.
- Assist **Vice President (Netball)** to source coach/es and advertising when applicable.
- Assist **Vice President (Netball)** with implementing the netball umpiring and scoring roster.
- Assist **Vice President (Netball)** with implementing the canteen roster. (Gather names of all netball players and mother/partners of football players from **Membership Officer**).
- Help each player to reach their potential by goal-setting and proactively working with each player to achieve their individual and team goals.
- Adhere to the Upper Murray Football Netball League by-laws.
- Actively encourage an inclusive, positive and caring environment where players are not exposed to physical or verbal abuse.
- Place the safety and welfare of all players above.
- Enter netball team lists online at 'My Netball' prior to Match Day.
- On Match Day, make sure all Club Votes are collected and given to **Vice President (Netball)**.
- On Home Games, collect all Team Sheets and League vote cards, and collate ready to be posted to AFL NE Border. (All football and netball Match Day paper work to be posted together.)
- On Home Games record scores and goal shooter statistics on 'My Netball'.
- Keep a record of grades in which netball players play so that girls do not 'bust' a grade in accordance with the UMFNL Netball By-Laws.
- Administer netball dresses and make sure a list is kept of who has been allocated club a dress.
- Collect netball dresses at end of season and mark of accordingly.
- Before the season commences, make two votes cards for each Senior grade of netball.
- Prepare the Match Day netball bag and folder for Senior and Junior grades.
- Make sure each Senior and Junior grade has recorded weekly awards and a brief write up for the Corryong Courier.
- Assist **Vice President (Netball)** with Vote Count presentation's at conclusion of season.

Specialist Skills and Knowledge Required

- Have an understanding and knowledge of the rules of Netball and UMFNL By-Laws.
- Must advocate fair play and good sportsmanship.
- Be able to demonstrate leadership skills.
- Have excellent communication skills.
- Have excellent organisational and time management skills.
- Report to and take direction from the Vice President (Netball) and CFNC Executive committee.
- Be prepared to adhere to Netball Australia's Coach Code of Behaviour
- Be willing to undertake a "Working with Children Check"

Option 6

Training and Development

N/A

Availability

Organisation, attendance and full participation, as appropriate, at: Training sessions in liaison with coach. SATURDAY before and during the game. Some Club functions.
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