

## WBI Organisational Structure: Position Guideline

<b>Position:</b>	<b>Warriors Representative Program Coaching Co-ordinator</b>
<b>Required knowledge and skills</b>	<p>Ideally Warriors Representative Program Coaching Co-ordinator is someone who:</p> <ul style="list-style-type: none"> <li>• Has a passion for basketball and a willingness to develop a dynamic, well organised representative program</li> <li>• Has strong leadership skills</li> <li>• Can communicate effectively and has good interpersonal skills</li> <li>• Is positive and enthusiastic</li> <li>• Is well organised.</li> <li>• Has sound computer skills and the ability to communicate via email</li> <li>• Has a current Working with Children's Check.</li> <li>• Preferably has/is undertaking Level 2 Coaching qualification.</li> </ul>
<b>Objectives of role:</b>	<ul style="list-style-type: none"> <li>• To enhance the Warriors Senior and Junior programs through consistent coaching and playing practices</li> <li>• To filter current best practice ideas from state/regional programs for the benefit of the local programs</li> <li>• To assist, advise and support all Warriors coaches</li> <li>• To communicate effectively with all coaches</li> <li>• To model and promote best practices in all areas including promotion of the sport, professional conduct &amp; support of all WBI programs.</li> <li>• Strengthen the profile of Wangaratta basketball in the media and within the basketball community, including an involvement at grass-roots level, as required by WBI Board.</li> </ul>
<b>Outline of responsibilities</b>	<ul style="list-style-type: none"> <li>• To oversee try-out sessions prior to the season commencement, and assist coaches with selection processes if required.</li> <li>• To conduct at least two coach education seminars per season</li> <li>• Be available to attend junior or senior training sessions</li> <li>• Assist in the co-ordination of training sessions and bookings and other administration tasks as required.</li> <li>• Regularly communicate with all coaches regarding matters of concern, coaching practices and advice and resources available.</li> <li>• Advise on Coach's Code of Conduct and Social Media Code of Conduct, and other applicable codes as provided by BVC.</li> <li>• Liaise with the Representative Coordinators for any matters of concern.</li> <li>• Attend official Representative Basketball functions as may be deemed appropriate</li> <li>• Assist in creating a clear 2 way relationship with the Junior representative program</li> <li>• Be available for media enquiries as directed by the applicable WBI Board personnel.</li> <li>• Liaise with coaches re coaching accreditation opportunities.</li> </ul>
<b>Reports to:</b>	<ul style="list-style-type: none"> <li>• Wangaratta Basketball Inc Board, per the Junior &amp; Senior Representative Co-Ordinators and committees.</li> <li>• All financial decisions must have the approval of the Board</li> <li>• All financial transactions must be recorded and submitted to the WBI Treasurer as required.</li> <li>• WBI Secretary and Senior/Junior Representative Co-Ordinator to be copied into all official communications</li> </ul>



<b>Liases with:</b>	<ul style="list-style-type: none"><li>• Junior &amp; Senior Representative Co-ordinator &amp; Committee, Junior Coaches co-ordinator</li></ul>
<b>Reporting procedures:</b>	<ul style="list-style-type: none"><li>• Reporting requirements as directed by the WBI Board.</li></ul>
<b>Time commitment required</b>	<ul style="list-style-type: none"><li>• Weekly training sessions and match days, in addition to necessary preparation.</li></ul>
<b>Financial reward</b>	<ul style="list-style-type: none"><li>• An honorarium of an amount determined by the WBI Board is provided to assist with expenses. This amount may be provided in allotments during the course of the season. CBL coaches who assume this role will be granted one honorarium only.</li></ul>
<b>Timeline:</b>	Appointment commences: July 1 2015 Appointment ceases: June 2016. A further 12 month extension may apply. This appointment may be ceased at any time at the discretion of the Board and with 48 hours notice.