



## DEVELOPMENT AND PARTICIPATION OFFICER

### 1. Position

<b>Position Title:</b>	<b>Remote Development and Participation Officer</b>
<b>Location:</b>	Darwin
<b>Reports to:</b>	Chief Executive Officer
<b>Classification:</b>	<i>Sporting Organisations Award 2010</i>

### 2. Organisation Context

Basketball NT (BNT) is the governing body responsible for promoting and developing basketball across the Northern Territory. Based on the popularity of basketball across the NT we are currently expanding the reach of our activities and working on some exciting projects that will broaden opportunities for quality participation and progression within the sport.

### 3. Purpose of the Position

The Remote Development & Participation Officer will facilitate improvement in the standard of basketball playing, coaching and officiating across the NT with a primary focus on remote regions of the Northern Territory through the management, leadership, administration and delivery of a range of programs. A self-starter is needed to work as part of a team and independently with stakeholders in varied cultures, including Aboriginal and Torres Strait Islanders.

## **4. Duties/Responsibilities**

### **Remote Development Programs (65%)**

- Facilitate the ongoing education and development of remote players, coaches and officials throughout the Northern Territory
- Manage and deliver Community coaching courses in remote regions
- Maintain an accredited database of remote program participants
- In consultation with the High Performance & Development Manager, acquire and/or produce manuals, publications, audio-visual aids and other coach development resources that can form part of a remote program delivery package
- Where required assist remote communities with the establishment and/or development of local competitions
- Where required assist, encourage and coordinate regional teams to participate in Basketball Northern Territory or other representative competitions
- Document or maintain all necessary information required for the purposes of grant acquittal relevant documentation
- Identify both player and coach talent within the remote network that may be candidates for future Basketball Northern Territory programs

### **School Based Programs (25%)**

- In liaison with the High Performance & Development Manager, develop a plan for the introduction of basketball throughout the Northern Territory school network
- Delivery of school based clinics and programs utilising established Basketball Australia endorsed programs
- Actively promote through the Northern Territory school network opportunities for schools to access Sporting Schools funding for basketball
- Ensuring that program participants are actively provided information on how to enter the sport in the Northern Territory via one of our member affiliate programs or competitions

### **General (10%)**

- Coordinate and assist with other development programs, projects or events as required by the High Performance Manager from time to time
- Provide quality service to Basketball NT's affiliates, partners and stakeholders

## **5. Essential Selection Criteria**

1. Passion for the development of basketball and/or sport more generally
2. Excellent interpersonal and communication skills with the ability to collaborate and build effective working relationships with a diverse array of stakeholders
3. Proven ability and motivation to work proactively and effectively both independently and in a team environment
4. Strong personal drive and initiative to deliver results
5. Proven ability to multi-task and manage a number of projects concurrently based on strong planning, organizational and administrative skills
6. Ability to present and deliver clinics and workshops in a clear, effective and engaging manner
7. Current Working with Children Clearance notice and criminal history check
8. Current NT driver's licence or ability to obtain

## **6. Desirable Selection Criteria**

9. Demonstrated sport development program experience or qualifications, in sport development, teaching or coaching
10. Experience in working in a remote community environment with largely indigenous populations
11. Experience in preparing and working within program budgets
12. Demonstration of a customer oriented work style and capacity to fulfil obligations to partner organisations
13. Ability to effectively use Microsoft Office programs, including Word & Excel

## **7. Other information**

BNT is required to meet the demands of a sport that operates seven days per week, with the timeliness of activities being critical to its success. BNT staff will, as the circumstances may determine, be required to contribute their time and efforts outside normally recognised office hours where their personal attention, knowledge or expertise may benefit BNT, its objectives and achievements.

The demands of this position will require at times that you are away from home for extended periods. The position will involve travel within the NT, which could be via light aircraft or 4WD in order to get to many of the locations that we service. Your conduct should reflect your role as an ambassador of the sport and set an example to others at all times.