



POSITION DESCRIPTION



POSITION TITLE:

TECHNICAL EDUCATION OFFICER

PORTFOLIO	Technical
LOCATION	Port Macquarie
CLASSIFICATION	Honorarium (\$1,000 per season, plus course facilitators fees)
POSITION NO.	21.06

ABOUT PORT MACQUARIE BASKETBALL ASSOCIATION (PMBA)

Port Macquarie Basketball Association was founded in 1967 and has a proud history of growing and developing basketball at a local and representative level. The Association, while not-for-profit, is financially stable with around 630 members and offers Aussie Hoops development programs for 8-10 year old's and competition games for every age group from under 12 to A Grade men and women. With one of the newest six court facilities in NSW the Association regularly hosts Basketball NSW representative carnivals, school events, Waratah League rounds and is the home of the Seaside Classic.

POSITION PURPOSE

The role of the Technical Education Officer is to facilitate and oversee all courses and development opportunities for our Referees, Score Table Officials and Court Controllers. They will work with BNSW and other providers to ensure that all technical officials have opportunities to develop their skills, whilst ensuring that PMBA maintain a culture of professionalism , positivity and transparent communication.

KEY ACCOUNTABILITIES

- Facilitate Referee Courses for both domestic and representative referees.
- Organise and facilitate education sessions and resources for Score Table Officials.
- Coordinate resources and education opportunities for Court Controllers.
- Mentoring and support to all technical officials.
- Referee coaching for junior referees
- Supporting and mentoring of Referee Administrator
- Work with Referee Administrator to review accreditation of junior referees for grading advancement.

- Work closely with Referee Administrator, Score Table Officials and Court Controllers to ensure we provide a professional product for our members.
- Chair the Technical Committee and report back to the Board through the Technical Director PMBA
- Liaise with the BNSW technical staff to ensure we have the latest resources available.
- Liaise with Covid Officer to ensure that all safety requirements are being met, and latest information is being passed on to all Technical Officials

KEY RELATIONSHIPS

WHO	WHY
Referees	Facilitating and presenting ongoing education and resources to ensure a high level of rule knowledge and interpretations
Referee Administrator	Mentoring and providing support in educating our referees and accreditation reviews to upgrade referees
Court Controllers	Ensure provision of resources and education materials to enable court controllers confident of the rules and application of such
Score Table Officials	Providing education and support for all officials to ensure that all safety requirements are met and that latest information is passed on to all Technical Officials.
Covid Officer	Liaising with Covid Officer technical officials comply with requirements
PMBA Board	Liaising with the Board on behalf of the Technical Committee to ensure we are able to provide the best support to our officials.

POSITION DIMENSIONS

Reporting Line:

Direct Reports: Technical Committee Director/PMBA Board

Indirect Reports: BNSW Technical staff

NJL Director PMBA/ Covid Safety Director PMBA.

Financial delegation: NIL

Budget/Expenditure: NIL

Workload Expectations: approx. 5 hours per week primarily across Monday and Wednesday competitions nights, also availability to facilitate courses (additional facilitators fee of \$100 per course will apply) when required.

ESSENTIAL REQUIREMENTS

1. Over 18 years of age
2. Level O Referee Coach
3. Sound Knowledge of Rules and Interpretations

4. Current First Aid Certificate
5. BNSW Accredited Presenter
6. **Must hold a valid NSW Working with Children Check (WWCC)**

CAPABILITIES

Below is the full list of capabilities for this role as per the [NSW Public Sector Capability Framework](#).

CAPABILITY GROUP	NAME
 Personal Attributes	Display Resilience and Courage
	Act with Integrity
	Manage Self
	Value Diversity
 Relationships	Communicate Effectively
	Work Collaboratively
	Influence and Negotiate
 Results	Think and Solve Problems
 Business Enablers	Technology