



POSITION DESCRIPTION



POSITION TITLE: **TRAINEE COACH (X2)**

PORTFOLIO	Coaching and Development
LOCATION	Port Macquarie
CLASSIFICATION	Hourly Rate @ \$20
POSITION NO.	21.10

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 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, State League rounds and the Seaside Classic.

POSITION PURPOSE

The Trainee Coach(es) are an important new role in our Coaching and Development portfolios. The trainee will assist in the delivery of multiple regular coaching sessions across all junior age groups. Working alongside the Development Officer and representative coaches to educate and inspire young players in all aspects of basketball, game preparation and teamwork. Hours are varied predominantly afterschool, and some in school hours to deliver 'Sporting School' programs.

During the 12-month period the trainee will study a Certificate III in Sports Coaching, delivered as distance learning from Sutherland TAFE.

KEY ACCOUNTABILITIES

- Deliver fundamentals in Basketball to junior players enrolled in Aussie Hoops and Introduction to Basketball programs (ages 5 – 11)
- Assist in the design and delivery of school sport programs in local primary schools as funding allows
- Assist coaching staff with representative program training and competition
- Prepare and manage equipment
- Assist in operation of junior domestic competition, helping volunteer coaches

KEY RELATIONSHIPS

WHO	WHY
Development Officer	Key supervisor and instructor determining work priorities and providing feedback
Coaching Director	Head of representative coaching program and key contact for supporting rep teams
Operations Coordinator	Administrative support and lodgement of timesheets
Court Controllers	Support and direction for tasks involving junior domestic competition
PMBA Board	Board will provide feedback through the Development portfolio

POSITION DIMENSIONS

Reporting Line:

Direct Reports: NIL

Indirect Reports: NIL

Financial delegation: NIL

Budget/Expenditure: With approval of Development Officer

Workload Expectation: Must work a minimum of 15 hours a week with potential for up to 20 hours, pending school program bookings. Three paid hours will be allowed each week as study time. Hours will be negotiated pending program confirmation, expecting after school, during school hours and potentially weekends.

Timing: Confirmation of appointment and enrolment in TAFE will be completed in December 2021. Active coaching commences late January 2022.

ESSENTIAL REQUIREMENTS




1. High emotional intelligence, kind and thoughtful communicator
2. Flexible availability to work a range of hours
3. Physically fit, coordinated and have relevant sporting experience
4. Excited to help people grow and achieve through sport
5. Able to commit to a full 12 months of employment with possible view to post traineeship employment
6. Must hold a valid NSW Working With Children Check (WWCC)

DESIRABLE EXPERIENCE

1. Knowledge and experience in the game of basketball
2. Teaching, coaching, instruction experience or demonstrated willingness to learn
3. Customer service or administration experience

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