



KIAMA NETBALL ASSOCIATION INC.
P.O. BOX 200
KIAMA NSW 2533
www.kiamanetball.com.au
kiamanetballassociation@outlook.com
President Rhonda Beedles 4237 8246
Secretary Caitlyn Mitchell

KIAMA NETBALL ASSOCIATION REPRESENTATIVES

Team Manager Nomination form for 2020

Prerequisites

Managers MUST be the holder of a current Working with Children's Check (WWCC) registration number, must not have any outstanding discipline related matters from any Netball Club, Association, Netball NSW or Netball Australia and must not have identified, promoted or encouraged Kiama Netball Association players to other associations for their consideration of representative inclusion.

This is a volunteer position reporting to the Coaching Convenor and KNA Executive. Managers must familiarize themselves with the KNA by-laws in regard to representative coaching/managing, players and selections and abide by the Associations rules and Code of Conduct at all times. We must remind managers that we adhere to a drug free policy thus managers should refrain from smoking, drinking alcohol or taking any un-prescribed medications in the presence of our junior members.

If the manager's immediate family is involved, the coach must withdraw from providing feedback during the selection of that particular player. Managers should actively encourage all players to remain with their current Club in the following years in order to maintain the standard of play throughout all Clubs, this resulting in a stronger competition.

Closing date for applications: **5pm 13th November 2019**

Key responsibilities:

Pre-season

- Attend and support coaches with KNA Development Program;
- Attend pre-season Managers Meetings;

Training:

- Attend all training sessions, which will be conducted on Tuesday and/or Thursday nights and show a commitment to the team. Ensure that players are properly supervised at all times;
- If a coach uses any outside personnel to assist with training session, including but not limited to fitness trainers, physio's, such personnel's details must be submitted to the Coaching Convenor/Rep Co-ordinator along with their WWCC registration numbers and must be supervised at all times;

Carnivals

- Travel with the team to and from carnivals/state events;
- Provide to the Coach of the team at day carnivals and state events;
- Remain with the team between games unless otherwise excused by the Coaching Convenor, where the Coach must be present in your absence;
- Attend a minimum of four (4) day carnivals and the KNA invitational carnival;
- Score at games or carnivals, State, State Age Championships and ensure that score sheets are returned to Carnival Control;
- Keep a record of time played by each player at all carnivals to ensure that Netball NSW by-laws are adhered to;
- Liaise with parents on all aspects for the teams participation at carnivals and State Age including the organisation of rosters for setting up and packing up of cabana/shelters for all carnivals, travel to carnivals and food prep for all events;
- Organise the laundering of all club playing uniforms including sock for each member of the team while away at Netball NSW events -e.g. State Titles;
- Organize the purchase and preparation food for the team at State Titles in conjunction with the parents.
- Provide parents/guardians with information on carnivals, training sessions and State Titles.
- Liaise with parents/guardians regarding matters pertaining to their own daughters and pass any relevant information e.g. illness/injury information onto coaches and the association to be dealt with appropriately. Plus provide feedback to parents where necessary.
- Be present at carnival presentations;
- Purchase and wear the associations coach's uniform at carnivals/state events (opportunity provided to fundraise to offset costs);
- Be responsible for the conduct of players ensuring the appropriate rest and recovery of players between games and at accommodation when travelling away;
- Report any injury or illness of a player which may affect a players ability and ensure that appropriate clearance certificates are forwarded to the Representative Coordinator (VP) for these players;
- Attend any team building activities and dinners; and
- Assist the Representative Coordinator (VP) and Coaching Convenor at all times.

Post Season Requirements

- Complete a Player Profile at the conclusion of the Representative Season and provide the profile to the Coaching Convenor within specified time periods (usually 28 days of the completion of the event); and
- Ensure all team equipment is returned, including washed training and match bibs, to KNA as soon as possible.

Essential Knowledge and Skills

- Hold a current Working with Children Check registration number;
- Accept and seek advice, guidance and assistance from other rep managers and the Coaching Convenor;
- Assist the Coach to educate players on health and safety in netball including nutrition, rest and injury prevention and management; including warm-up and warm-down techniques;
- Encourage the enjoyment of netball;
- Put more stress on 'effort' rather than 'outcome' and promote good sportsmanship being displayed by players at all times. Umpire's decisions and credibility should never be questioned by players and/or team officials;

- Actively promote all fundraising and team building activities approved by the Association;
- Liaise between Coach, player, parents and Association Committee;
- Collect any monies from players/parents and pass this onto the Association Treasurer (cheques and notes only no coins), this should be clearly labeled with relevant details of player, amount etc. and a record of payment should be kept;
- Prior to State/State Age Championships forward team rooming details to the Association, if applicable;
- Assist with general organisation prior to Championships, including the purchase of food, stocking of First Aid kits, and any new equipment such as balls;
- Understand the environment for confidentiality regarding private player information, impartiality and ethics;
- Encourage team/association spirit within and around other KNA teams, actively support other teams at carnivals and assist the team to bond and work together; and
- During State/State Age Championships liaise with the Primary Carer and care for all players and report any problems to the Coach and/or Association Officials.

Desirable Knowledge and Skills

- Hold a current Umpire Theory pass;

Further information for Season 2020

Dates and venues for the 2020 season will be confirmed as soon as possible. Please ensure you will be available for all State Events that you are nominating to manage:

Senior State Titles	6 -8 June 2020 – all Divisions – Opens, 17's and 15's Bankstown
Junior State Titles	4 - 6 July 2020 – Division 3 & 4 Baulkham Hills
KNA Carnival	3rd May 2020 TBC
Other Day Carnivals	March – June 2020



KIAMA NETBALL ASSOCIATION INC.
 P.O. BOX 200
 KIAMA NSW 2533
www.kiamanetball.com.au
 kiamanetballassociation@outlook.com
 President Rhonda Beedles 4237 8246
 Secretary Caitlyn Mitchell

REPRESENTATIVE MANAGER NOMINATION FORM

Name		My Netball ID	
Address			
Telephone		Mobile	
Email			
Association		Club	
WWCC # (Copy Attached)			
Date of birth			

Accreditation Held if applicable (Copy of your Log Book provided.)

Year		Accreditation		Copy received
Year		Accreditation		Copy received

Current Courses Attended (i.e. last 5 years)

Year		Course		Copy received
Year		Course		Copy received
Year		Umpires Certificate		Copy received

Preferences

You may put in a preference for a team, however KNA does not offer any guarantees you will be allocated your preference. Please tick the box below:

Development	12	13	14	15	17	21	Opens	Masters

I wish to nominate to be a Manager of a Kiama Netball Association Inc.

Representative Team for 2017 season.

I have read the Representative Team nomination information and criteria.

I can confirm I comply with the pre-requisites of this position.

I understand the duties associated with this position and I am willing to undertake the duties required.

I have read and understand the Code of Conduct and KNA by-laws in regard to Representative teams, players and coaches.

I understand should I breach the Code of Conduct or KNA by-laws, or not undertake the duties as outlined in the job description, I may be removed from my appointed manager's position.

I understand and will abide by any decisions of the KNA Coaching Convenor, Representative Coordinator (VP) or KNA Executive and that no appeal to this decision will be considered.

Signature:		Date:	
------------	--	-------	--

Manager Experience (please attach a separate sheet if required).