



**2018 OCEANIA SPEED SKATING CHAMPIONSHIPS
TIMARU, NEW ZEALAND – 30 MARCH TO 3 APRIL 2018**

**AUSTRALIAN SPEED TEAM - OCEANIA
TEAM MANAGER – VOLUNTEER**

Skate Australia Incorporated is currently seeking applications for support personnel for the 2018 Australian Oceania Speed Team to attend the 2018 Oceania Speed Skating Championships in Timaru, New Zealand from 30 March to 3 April 2018.

In accordance with Skate Australia Inc policy, the Board is viewing succession planning as a matter of priority when making the final appointment for positions. Succession planning has been introduced so that Skate Australia Inc has an established pool of qualified and experienced people capable of undertaking the role of Team Manager for International Teams. It is intended that once this "pool" of experienced people is established a rotation basis for appointment is introduced.

To ensure that the Skate Australia Inc policy is successfully introduced, the Board will initially consider appointment of a Team Manager who meets the criteria below, however the Board may also consider appointing an applicant who does not fully meet the criteria to ensure successful planning processes are implemented.

For the role of Team Manager, the following criteria must be met:

Qualifications

- (a) First aid certification or sports trainer qualifications.
- (b) Recent experience as a team manager or assistant team manager at Oceania level or above.
- (c) Must be a current financial member in good standing with Skate Australia Inc.
- (d) Thorough understanding of respective Rules and Regulations at International Level.
- (e) Demonstrated planning and organisational skills.
- (f) Must hold a current "Volunteer Suitability Card".
- (g) Minimum ASADA Level 1
- (h) In addition the Team Manager will be required to initiate fund raising and sponsorship activities for the team. It is therefore requirement that a pro-forma list of these activities and anticipated revenue is attached to the application.

Personal attributes

- (a) Clear and rational thought path and an ability to communicate clearly, both orally and in writing.
- (b) Ability to work as part of a team, and when necessary, independently without supervision.
- (c) Ability to be flexible when relating to different personalities and the different needs of individuals and organisations.
- (d) Skills in the area of facilitation and negotiation.
- (e) Being objective and consistent.

A condition of all volunteer appointments is that effective from July 2001 Skate Australia Inc adopted a Member Protection Policy that sets out requirements for mandatory screening and declarations for volunteer roles within Skate Australia Inc. The latest version of the Skate Australia Inc MPP is available on the Skate Australia website <http://skateaustralia.org.au/resources/bylaws/> for your information.

It is a requirement that any Skate Australia Inc team manager appointee MUST hold a 'Volunteer Suitability Card' relevant to your state or territory. Please ensure a copy is forwarded with your application.

Bylaw '6' in relation to the appointment process for Team Managers and Team Coaches is available on the Skate Australia Inc website <http://skateaustralia.org.au/resources/bylaws/> for your information.

The successful applicant will be required to sign a Team Manager Agreement and abide by the Skate Australia Inc Constitution and Bylaws.

This is a volunteer role for the 2018 Oceania Speed Skating Championships only. Cost of attending the Championships in Timaru, New Zealand will be covered for the successful applicant.

Applications should be forwarded to:

Attention: Speed - Oceania 2018 Application – Team Manger
Skate Australia Inc
PO Box 161
Kedron QLD 4031

Or

Email to: manager@skateaustralia.org.au noting **Speed - Oceania 2018 Application – Team Manager** in the subject line.

APPLICATIONS CLOSE AT 2:00PM (QLD TIME) ON FRIDAY 15TH DECEMBER 2017

APPLICANTS MUST BE A CURRENT FINANCIAL MEMBER OF SKATE AUSTRALIA INC AS AT THE DATE APPLICATIONS CLOSE AND AT THE DATE OF THE COMPETITION.