



# Australian Artistic Committee

Chairperson – Pam Young

**2018 OCEANIA CHAMPIONSHIPS**

**SEEKING TO FILL THE POSITIONS OF**

**AUSTRALIAN TEAM MANAGER**

**TEAM ASSISTANT**

**TEAM COACH**

**19 – 23 SEPTEMBER ROTORUA NEW ZEALAND**

Skate Australia and the Artistic Branch are seeking applications for the support personnel for the 2018 Oceania Championships to be held at Rotorua New Zealand on the above dates.

To ensure future planning requirements the Team Manager should preferably be experienced in the management of a team and be in a position to mentor an assistant to ensure that we ultimately have a pool of experienced Team Managers from which to choose in future years.

The Assistant Team Manager and Team Coach will also be appointed by the Skate Australia Board at the same time subject to the receipt of suitable applications. Subject to team numbers an additional assistant may be recruited at a later time.

For the Team Manager, Assistant Team Manager and Team Coach the following criteria must be met.

## **Qualifications**

- Experience in the management of a team or groups of people.
- Be a 2018 member and be of good standing with Skate Australia.
- Have an understanding of the Rules and Regulations operating at an International level.
- Have demonstrated planning and organisational skills.
- Must hold a Working with Children Check or the applicants State equivalent.



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- Hold Level 1 & 2 ASADA e learning certificates and Certificate in Ethical Decision Making and Ethical Decision Making Moral Duty and Team Duty.
- Coaches must have completed the Coaches module and be an Advanced or Elite Level Coach.
- The selected Coach must have the respect of his or her peers in relation to their coaching ability.
- First Aid certificate or sports trainer qualifications are a requirement for at least one member of the team.

### Personal Attributes

- Clear and rational thinking and decision making and ability to communicate clearly both verbally and in writing.
- Ability to work as part of a team and when required independently.
- Demonstrated ability to work with a group of people with varying needs and personalities.
- Ability to work with personnel from other teams and the organising body.
- Demonstrated negotiating and problem resolution skills.
- Ability to be objective and consistent.

The appointees may also be required to drive an 8 seater 'people mover'. Therefore a current standard driver licence is required.

A condition of all appointments is that effective from June 2014 Skate Australia revised the Member Protection Policy that set out requirements for mandatory screening and declarations for certain roles within Skate Australia Bylaw 1. The policy can be found on the Skate Australia website.

Specific clauses within the document refer to the appointment of Coaches and Team Management personnel. (Reference Clause 6 Part 2 Preventative Action). This clause states that it is mandatory for Skate Australia to screen all appointments in the following roles.

- Coaches and/ or Team Management who are appointed by Skate Australia.



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- Volunteer coaches appointed by Skate Australia who will or will likely to travel away with teams of athletes where some are under the age of 18.
- Person's appointed by Skate Australia to a role in which that person is likely to have individual and unsupervised contact with athletes less than 18 years of age.

It is therefore a requirement of any appointee to a team Management role that they hold a current Working with Children Check or the equivalent State check in which the appointees live. A copy of the check is to be forwarded to the AAC chair with their application along with any other relevant qualifications..

### **Appointment of Team Management Roles.**

At the closing date for nominations copies of all applications will be reviewed by the Branch Executive.

Within 2 weeks of close of nominations the AAC chair will forward a short list of applicants for each position with a recommendation for appointment to the Skate Australia Board.

The AAC Chair will seek approval of the appointments from the Skate Australia Board.

The Board will:

Appoint the candidates or:

If the Board considers the appointments do not have the required qualifications the Board may require that position to be readvertised.

The Board will notify the AAC Chair re the outcome. Within 7 days the AAC Chair will notify the successful and unsuccessful applicants of the outcome.

The decision of the Board will be final and there will be no right of appeal against the decision.

All successful applicants will be required to sign a Team Management Agreement and abide by the Skate Australia Constitution and Bylaws.



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All applications should be forwarded to

AAC Chair

10 Garrick Ct

Wheelers Hill

3150

Or [pj.young@bigpond.com](mailto:pj.young@bigpond.com)

APPLICATIONS WILL CLOSE AT 5.00PM ON WEDNESDAY 14<sup>th</sup> MARCH 2018

Applications should respond to the selection criteria.

Please list 2 referees.

Attach WWCC Check or equivalent as well as other relevant qualifications.