



Central Victorian Football Commission POSITION DESCRIPTION

Position: Netball Coordinator (<i>Approx 15 flexible hours per week</i>) Department: AFL Central Victoria	Date: October 2024
--	---------------------------

Overview of Role	<p>AFL Central Victoria's Strategic Pillars are:</p> <ul style="list-style-type: none">• Participation Programs – Programs tailored to introduce, recruit, transition and retain participants in our game.• Community Football/Netball – The community is a better place because of the local football and netball club.• Pathways – A clear pathway for players, coaches, umpires and support staff that enables them to reach their potential.• Facilities – Through strong partnerships, plan facilities that build the capacity of the Region, fostering a sustainable, innovative and viable Central Victorian football and netball community.• Organisation and People – Our people will be equipped to lead and manage the growth of development of our games. Positions will be fulfilling, enjoyable and sought after. <p>The Netball Coordinator is responsible for working as part of an administrative team to administer, plan, and deliver the AFL Central Victoria Netball Academy and provide other league administration (as required).</p>
-------------------------	---

Key Relationships	<p>Reports to the:</p> <ul style="list-style-type: none">• AFL Central Victoria Region Manager <p>Other Key Relationships include:</p> <ul style="list-style-type: none">• AFL CV Clubs and Leagues• AFL CV Region Council• AFL CV Hub Staff• Netball Coaches, Umpires, & Selectors• Netball Victoria
--------------------------	--



Job/Task Profile	<p><i>Responsibilities shall include, but not limited to the following:</i></p> <p>The Netball Coordinator will be responsible for running the AFL Central Victoria Netball Academy, and assisting with other local netball administration (as required)</p> <p>KEY ROLES AND RESPONSIBILITIES:</p> <p>AFL CV Netball Academy</p> <ul style="list-style-type: none"> • Plan, coordinate, & deliver the AFL Central Victoria Netball Academy at a high standard • Be a key contact point for Coaches, Athletes, and Parents • Act as squad manager for training sessions as required • Attend & plan all selections, training sessions, and tournaments as required • Manage athlete apparel ordering & provision • Communicate with athletes and support staff • Identify and appoint program Coaches, Managers, Selectors, and operational volunteers as required • Meet all safety compliance requirements (i.e. child safety) • Manage all program planning, communication, and administration as required <p>Other (as required):</p> <ul style="list-style-type: none"> • Assist with other league and/or association netball administration as required • Assist with other league and/or association netball finals operations as required • Assist with programs to develop coaches and umpires • Assist with umpire allocation for league finals • Undertake other duties as required, be prepared to work within the team environment to ensure the overall success of AFL Central Victoria.
-------------------------	--

Key Selection Criteria	<p>Mandatory</p> <ul style="list-style-type: none"> • Tertiary qualifications or experience in related field • Proven ability to show initiative, plan and set priorities • High level of attention to detail • Strong verbal and written communication skills • Experience in building relationships and working with volunteers • Demonstrated personal initiative and ability to work effectively in a team environment • Sound knowledge of the netball industry • Developed IT skills • Ability to work flexible hours including nights/weekends • Passion, self-motivated and the willingness to become immersed in work
	<p>Desirable</p> <ul style="list-style-type: none"> • Sound knowledge of governance best practices. • Experience in stakeholder relationship building involving local sporting clubs, community Leagues, business, government or community groups • Proven local netball industry experience – practical and administrative



Proud to service the football and netball communities in central Victoria

AFLCV Values



Note: This PD is subject to change as required and determined by AFL Central Victoria.