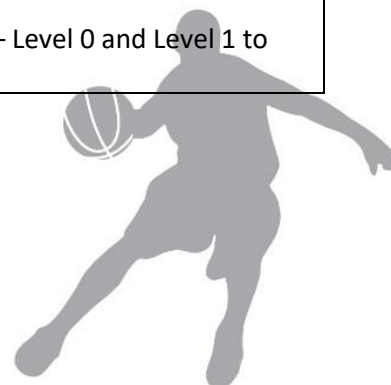




Geraldton Basketball Association

Position Description	
Position Title	Development Officer – Geraldton Amateur Basketball Association
Occupant	Vacant
Employment Status	Full-Time, Permanent
Remuneration	To be discussed with suitable Applicants
Position Report To	GABA President & Board of Directors
Date	September 2017
Position Overview	The Development Officer position will play a vital role in growing the game of Basketball in the Geraldton-Mid West region. The role will essentially cover the planning, management and delivery of all junior basketball programs, including all training courses sanctioned by the association.
Key Relationships	<ol style="list-style-type: none"> 1. Internal <ol style="list-style-type: none"> a) GABA President & Board of Directors b) Administration Staff c) GABA Club Presidents d) GABA Club Junior Delegates e) Buccaneers Head Coach & Assistants f) Midwest Academy & Young Guns Coaches & Assistants 2. External <ol style="list-style-type: none"> a) Local media outlets b) Department of Sport & Recreation c) Midwest Academy of Sport d) State & Local Program Sponsors e) State & Local Government
KPI	<ol style="list-style-type: none"> 1. Conduct 120 School Coaching Clinics. Clinics are of 45-minute duration with each age group in each school within a 100km radius of Geraldton targeted for 3 clinics. Schools within the Mid-West region located more than 100km from Geraldton should be targeted at least once annually. 2. Conduct 3, Week long after school coaching clinics and 3-week long school holiday clinics to foster skills development among junior participants. 3. Conduct 2, 6-8 Week Aussie Hoops programs annually. 4. Develop and Manage the High Performance Young Guns program. 5. Coordinate the Midwest Basketball Academy inclusive of Talent identification and program implementation. Identify a minimum of 50 participants from Under 11 to Under 17 age groups to be selected in the Academy, to be run over Terms 2 and 3 annually. 6. Conduct 3 Coach & Referee Development Clinics – Level 0 and Level 1 to build capacity in Coaching & Referee Ranks.



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Geraldton Basketball Association

Position
Responsibilities

- Act as Head Coach of the Midwest Academy and SPP development programs
- Work closely with BWA Head Coach of the High Performance program
- Liaise with BWA regarding nomination and selection of local players in representative programs such as Southern Cross, WA Country etc
- Liaise with BWA regarding visits to Geraldton by Development Staff
- Provide specialist coaching support to junior and senior club coaches
- Conduct coaching clinics and encourage Coach Accreditation
- Conduct school clinics throughout the Midwest and Gascoyne regions
- Monitor afternoon training sessions during the domestic competition
- Act as Games Controller for Friday Night Junior Fixtures and selected weekend fixtures including all finals as required
- Coordinate and select coaches and help with team selections for BWA and Country Championship Tournaments.
- Coordinates training roster including Court Bookings for the BWA and Country Week teams.
- Coordinate accommodation & transport for BWA and Country week teams in consultation with the GABA Board.
- Travel to Perth for BWA & Country Week carnivals as required.
- Travel to Perth or be available to phone in as required for BWA Meetings.
- Conduct School Holiday clinics.
- Promote, Coordinate and Increase numbers in the Aussie Hoops Junior Development program
- Office Administration work as required.
- Travel to remote communities to conduct clinics and promote the Go for 2&5 (BWA) state sponsorship.
- Work in consultation with the GABA Board and/or Referee Coordinator to introduce new referees and provide accreditation courses/development opportunities.
- Provide written reports to monthly GABA Board Meetings, including updates on KPI Targets.
- Promote Junior Basketball through publishing articles on the GABA Website, Social Media Outlets as well as contacting local media agents.
- Plan, Promote and Conduct Carnivals for local Primary & High Schools.



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Geraldton Basketball Association

<p>Key Knowledge, Skills, Competencies & Behaviours</p>	<ul style="list-style-type: none"> • Demonstrated extensive understanding of the Sport • Ability to plan, set up and manage camps/clinics • Sound communication skills and the ability to effectively communicate with a wide range of stakeholders either in Person, over the phone or via E-Mail/In writing • Refined interpersonal skills and an approachable manner with the ability to build collaborative relationships with all staff and stakeholders • The ability to work within project budgets and meet financial targets • Strong IT competency – proficient in the use of MS Word and Excel • Experience with using the Basketball Network (Sportingpulse) and Stadium Scoring software • Effective Organisation and Administration Skills • Demonstrated ability to plan work programs, prioritise tasks and meet deadlines • Maintain confidentiality and establish trust in working relationships • Preparedness to be flexible with working hours particularly during peak times and major events • Complies with organisation OH&S Policies
<p>Qualifications</p>	<p>ESSENTIAL:</p> <ul style="list-style-type: none"> • Current Level 1 Coaching Accreditation • Current National Police Clearance • Current Working with Children Card • Current WA Driver’s License <p>DESIRABLE:</p> <ul style="list-style-type: none"> • Current Lever 2 Coaching Accreditation • Current First Aid Qualifications <p><i>(must be obtained within three months at own cost)</i></p>



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