



Surf Life Saving New South Wales – Position Description

State Team Manager

Reports to: SLSNSW Surf Sports Officer

Term of Office: As per respective circular

Consultation: SLSNSW Director of Surf Sports

SLSNSW Sports Manager

SLSNSW Sports Officer

SLSNSW Coaching Advisory Panel and /or SLSNSW Selection Committee where needed

1. Purpose

The Team Manager is expected to work closely with SLSNSW to ensure all bookings are made and confirmed in a timely manner, liaise with SLSA and provide them with any documentation required, work with Assistant Team Manager and Assistant Coach to delegate tasks where required. The Team Manager is the main point of contact for all team members prior to and during the Interstate camp.

2. Responsibilities

- To build and implement a logistical plan in conjunction with SLSNSW staff and State Team Lead Coach;
- Contribute to the creation of a NSW team culture and identity which fosters team harmony, spirit and success;
- Lead the wider management team in ensuring that the NSW State Team has the ideal environment for athletic performance;
- Maintain a high standard of integrity and behaviour from the NSW Team and team management;
- Adhere to and implement organisational and team codes of conduct;
- Report any breaches of organisational and team codes of conduct during camps, training and competition to SLSNSW within established timelines for such breaches;
- Attend all team manager briefings;
- Maintain a consistent and high level of communication with event organisers and key officials including management of official team protests in competition;
- Assess and manage risk in all team associated activities;
- Manage finances of the team within a set budget;
- Provide post event report to SLSNSW;
- Attend all pre and post event teleconferences as required;
- Comply with SLSNSW values and mission to maintain a safe, inclusive and enjoyable representative team experience;
- Other duties as requested by the Director of Surf Sports and Sports Manager.

3. Professional Development

- Work with the SLSNSW Sports Officer to outline key goals and objectives for the State Team;
- Develop an individual action plan of how to achieve the greatest outcome and overall success for the State Team;
- Meet with the SLSNSW Sports Officer and/or staff to discuss team planning and progress as required;
- Lead the process of Team development and be accountable for the successes or otherwise of the team.

4. Selection Criteria

- All nominating members are asked to familiarise themselves with the SLSNSW Selection Policy and the SLSNSW Athlete & Management Agreement. All Team Management will be required to comply with the guidelines and expectations set out in these documents.
- All nominees must be current financial members and hold any relevant awards. All nominations must be endorsed by both Club and Branch representatives prior to selection, please contact your Club and Branch to acquire letters of endorsement – Any nomination that fails to meet these requirements will not be accepted.

5. Desired Skills and Experience

- Comprehensive knowledge of Surf Sports competition and rules
- Previous touring experience
- Current First Aid certificate
- Demonstrated ability to think innovatively and strategically
- Highly motivated and passionate in enhancing the success of NSW athletes

Direct Reporting Relationship

