

QUEENSLAND ADULT TENPIN BOWLING COMMITTEE
Invites applications for the positions of
Rachuig, Seniors, Youth and Restricted TEAM MANAGER 2019
Rooty Hill, Sydney – October 2019
Nominations close – 30th April 2019



RESPONSIBILITIES: The successful applicant should –

1. Meet with the QATBC on a as required basis to discuss budget, fundraising, training and collection of all monies from team members.
2. Be familiar with the schedule of events at all tournaments and championships that team members may be competing in. Discuss any items with the team and the coach at these meetings as required.
3. Attend the Managers meeting and copy lane condition notes plus other information critical to team briefing with the coach immediately after the meeting. Include statements of note as necessary to players at briefing meetings in the morning.
4. Be responsible for the availability of all team members where their presence is required in fulfilling team responsibilities or other commitments.
5. Collect signed Code of Behaviour forms and Medical forms.
6. Allocate rooms in conjunction with Coaches and other Managers.
7. Have obtained a copy and clearly understand the TBAQ Member Protection Policy 2002 and the TBA Coaches Code of Ethics, Rachuig, Seniors, Youth or Restricted rules – regulations/requirements. (Available on either the TBAQ or TBA website)
8. Be responsible for all aspects of behaviour, conduct, standard of dress of your respected Queensland State Team.
9. Arrange for shirts to be washed and ironed nightly as required
10. In conjunction with the rest of the management team, provide all meals, snacks and drinks for the duration of the stay ensuring healthy options in line with the teachings from the State Based Training Squad and the balance of meals is nutritious. It is recommended that there are more cooked meals rather than meals eaten out.
11. Organise time and team members to have team photo's taken.
12. Check what storage is available at the Bowl for bowling balls.
13. Ensure score sheets and paperwork required by the tournament organisers are correctly completed and presented on time. Keep an independent copy of results and copy results for the coach for checking purposes.
14. Liaise with coaches and assist them at all times and attend all practise sessions. Ask coach which duties of priority are required of the Manager at this time. May vary from coach to coach.
15. Not become involved with team line-ups, bowling or discipline on the lanes which is the complete jurisdiction of a coach, except as requested by that coach.
16. Be responsible for team and player funds as necessary.
17. Make sure an appropriate first aid/injury kit is available to team members.
18. Be authorised to drive the team bus whilst at the National tournament.
19. Be prepared to submit a written report to the QATBC within 4 weeks of returning from the National tournament.
20. Be required to address any written complaints received regarding the managers performance while manager of the team.
21. Any other duties as required for the management of the Team.
22. **Please note this trip is SELF-FUNDED. Costs can be reduced by fundraising.**

CERTIFICATES REQUIRED

1. Suitability Card for Child Related Employment (Blue Card).
2. Completion of TBA Managers Accreditation course.
3. Current First Aid Certificate.





QUEENSLAND ADULT TENPIN BOWLING COMMITTEE

Invites nominations for the positions of

**Rachuig, Seniors, Youth and Restricted
TEAM MANAGERS 2019 (8 POSITIONS)
Nominations close: 30th April 2019**

MANAGERIAL POSITIONS

(A) Mens Managers	Rachuig	Seniors	Youth	Restricted
(B) Ladies Managers	Rachuig	Seniors	Youth	Restricted

** Please circle position nominating for. Nominations for all positions will be accepted but only one will be successful.*

TBA Team Managers accreditation # _____

Blue Card Number # _____

(Signature)

I HAVE READ AND CLEARLY UNDERSTAND THE RESPONSIBILITIES AND CODE OF CONDUCT OF THE MANAGER'S ROLE AS DESCRIBED ON THE UPPER SECTION OF THE NOMINATION ATTACHED AND AGREE TO ABIDE BY SAME.

NAME: _____

DATE ___/___/2019

SIGNED: _____

Nominations and resumes are to be forwarded to:

**QATBC
Adultcommittee@tbaq.org.au**

