



SOUTH QUEENSLAND JUNIOR TENPIN BOWLING COMMITTEE
Invites applications for the positions of
JUNIOR PRESIDENT'S SHIELD TEAM MANAGER 2016 (TWO)
AMF, Keon Park, Victoria – April 2016
Nominations close – 24th July 2015

RESPONSIBILITIES: The successful applicant should –

1. Meet with the SQJTBC on a regular basis.
2. Be familiar with 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. Have obtained a copy and clearly understand the SQJTBC President Shield Bylaws, the T.B.A.Q. Member protection Policy 2002 and the T.B.A. Presidents Junior Interstate Shield rules - regulations-requirements.
7. Be responsible for all aspects of behaviour, conduct, standard of dress of the SQ Junior Presidents Shield Team from departure to return from the Tournament.
8. Arrange for shirts to be washed.
9. 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.
10. Organise time and team members to have team photo's taken.
11. Check what storage is available at the Bowl for bowling balls.
12. 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.
13. 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.
14. 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.
15. Be responsible for Team and Player funds as necessary.
16. Make sure an appropriate first aid/injury kit is available to Team Members.
17. Be authorised to drive the team bus whilst at the National Tournament.
18. Be prepared to submit a written report to the SQJTBC within 4 weeks of returning from the National Competition.
19. Be required to address any written complaints received regarding the managers performance while manager of the team.
20. Any other duties as required for the management of the Team.
21. ***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 Managers Accreditation course.
3. Current First Aid Certificate.





SOUTH QUEENSLAND JUNIOR TENPIN BOWLING COMMITTEE

Invites nominations for the positions of

**JUNIOR PRESIDENT'S SHIELD
TEAM MANAGERS 2016 (TWO POSITIONS)
Nominations close: 24th July 2015**

IMPORTANT Refer to bylaws SQJTBC page 2 section 4 regarding nomination rules.

MANAGERIAL POSITIONS

- (A) Team Manager 1**
- (B) Team Manager 2**

Blue Card Number _____

I will obtain this certificate prior to team selection _____
(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** ___/___/2015

SIGNED: _____

Nominations and resumes are to be forwarded to:

SQJTBC
lleming@optusnet.com.au

