**BMXNSW Expression of Interest**Date: 01 November 2018

Position: **State Team Manager**

BMXNSW is calling for interested parties to apply for the position indicated above. This is a non-paying position within BMXNSW (all expenses associated with the position will be recoverable).

We are looking for volunteers within the sport of BMX to take on various roles, and to work with the Board of BMXNSW to further develop those positions and drive the sport forward in the coming years. *Please note that while we are keen to expand the management group at BMXNSW, not all applicants can be successful, and the Board of BMXNSW reserves the right to refuse acceptance of an application without giving any grounds for such refusal).*

Once BMXNSW has reviewed all applications, you will be contacted with further information.

**Position Description**

The State Team Manager works in conjunction with the Team Mentor to supervise and organise the BMXNSW State Team and associated Admin, Travel and Training/Testing activities, ensuring we achieve a desired team outcome when participating in nominated State Team attended events.

The position entails the following responsibilities:

* Where agreed by BMXNSW, attendance at the nominated State and National events.
* Where agreed by BMXNSW, travel to nominated local and interstate events.
* Where agreed by BMXNSW, be in attendance at the BMX Australia National Titles.
* Attendance at various training weekends held in the lead up to nominated events.

**Qualifications and Experience**

* Level 2 BMX Official.
* Working with Children Background Check (from whichever State the applicant resides).
* Current First Aid Certificate
* Be able and licensed to drive a small 12 seater bus with a trailer (Standard Class C licence).
* An understanding of scoring and running of State and National events.
* A comprehensive understanding of officiating and the rules of BMX so as to represent the riders (only the Team Manager can liaise with the officials).
* A comprehensive understanding of the running of State and National events, the administration of State and National events.
* Demonstrated planning and organisational skills.
* Set and model the behaviour standards for the coach, athletes, parents and other team officials.
* Play a parental role to riders as needed.

**Personal attributes**

* Good communication and decision-making skills.
* Ability to develop a good rapport with riders of varying ages.
* Work as part of a team, and when necessary, independently without supervision.
* Flexibility when relating to different personalities and the different needs of individuals and organisations.
* Skills in the area of facilitation and negotiation.

**Additional Criteria**

* Must be able to commit to attendance at the various team activities and race weekends.
* You will work with the Coach in organising the teams, who will decide on the structure of the team’s training and workload working within the constraints of track availability and other activities planned.
* You will manage the selected team, this may include completing all necessary paperwork, liaising with parents and event officials/coordinators, collating rider information and developing a complete team event itinerary which will include rider transfers, a training schedule, activities and accommodation as required.
* You will be responsible for ensuring/confirming that all Athletes have been entered into their appropriate classes for all race events.
* BMXNSW MAY cover travel, accommodation expenses, and will cover any team related out of pocket expenses, a daily per diem payment MAY be applicable when accompanying riders.
* The Team Manager must NOT take part in competition for the duration of the event.

Note: This is a permission-restricted word document. Fill in all necessary fields below by clicking on the field and typing your information. When you have finished, “save as” the document to your name and position (eg “John Smith – State Team Manager”) and send the finished document to the attention of the BMXNSW Executive Director via the email provided (bmxnswexecutivedirector@gmail.com).

**Applicant Details:**

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| Name: Click here to enter text. | Phone (mobile): Click here to enter text. |
| Address: Click here to enter text. |
| State: Click here to enter text. | Postcode: Click here to enter text. |
| Email: Click here to enter text. |
| Current involvement in the sport (what positions you currently hold): Click here to enter text. |
| Previous experience in the sport (what positions you have previously held): Click here to enter text. |
| **Application** *(why you think you would be good for this position)*: Click here to enter text. |

**Office Use Only:**

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| Date received: Click here to enter text. | Receipt confirmedwith applicant: Click here to enter text. |
| Additional information (note any additional contact): Click here to enter text. |