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

Position: **Trans Tasman Test Team Manager – Female**

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 Trans Tasman Test Team Manager (Female) works in conjunction with the Male Test Team Manager to supervise and organise the BMXNSW Trans Tasman Test Team and associated Travel and Training/Testing activities, ensuring we achieve a desired team outcome when participating in the June Long Weekend BMXNSW Pre-Titles and the return NZ leg held at the NZ North Island Titles in October each year.

The position entails the following responsibilities:

* Attendance at the nominated Trans Tasman Test Team “Qualifier” event (varies year to year) to meet and greet the newly-selected team.
* Attendance at the BMXTreme Carnival to be held on the June long weekend each year.
* Travel to New Zealand prior to the North Island Titles event.
* Attendance at the NZ North Island Titles held in October each year.
* Attendance at various training weekends held in the lead up to both 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).
* A valid passport.
* An understanding of scoring and running of the 3 events (Mighty 11’s, Test Team and Open event).
* 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 running of the events, the administration of each of the events in both in Australia and NZ
* A solid understanding of the history surrounding the events and or a willingness to learn such.
* 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 sub-juveniles.
* 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 team from when they are selected until the finish of each event. This will include completing all necessary paperwork, liaising with parents and NZ coordinators, collating billet information and developing a complete daily itinerary which will include a training rider transfers, a training schedule, activities and accommodation as required.
* You will be responsible for ensuring that all Athletes have been entered into their appropriate classes for all race events being attended in both New Zealand and Australia.
* BMXNSW will cover travel expenses, accommodation, ticket/s to the presentation dinner and a daily per diem (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 “Samantha Smith – Test Team Manager (Female)” 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. |