



## **Netball Competition Coordinator**

AFL Barwon provides governance and strategy development for Football and Netball across the Barwon region. We are seeking an enthusiastic, and motivated person(s) to coordinate the AFL Barwon Junior Netball midweek competitions.

The Netball Competition Coordinator is primarily responsible for managing and coordinating all onsite venue requirements for the AFL Barwon Junior Netball midweek competitions. The AFL Barwon Junior Netball competitions are run across Tuesday and Friday evenings at multiple venues.

The successful applicant will be responsible for liaising with key stakeholders, clubs, netball umpires, AFL Barwon staff and other valuable groups present at our midweek competitions.

Reporting to the Netball Coordinator, the successful applicant will require:

- Experience around netball competitions and their procedures.
- Excellent verbal communications skills.
- Demonstrated experience in volunteer management.
- Experience in conflict management and skills to deescalate difficult situations.
- Proven ability to work autonomously.
- Demonstrated capacity to plan and schedule differing work demands for oneself and the team to meet deadlines for multiple tasks in a variety of work areas.
- A valid Victorian Working with Children's Check.

Experience operating PlayHQ or Netball Connect programs, relevant tertiary qualifications and a current first aid certificate are desirable but not essential.

If this sounds like a position for you, please email a cover letter and your resume to Sophie Allison (Head of Netball) – [sophie@ aflbarwon.com.au](mailto:sophie@ aflbarwon.com.au), with applications closing on August 1<sup>st</sup> 2025.

Applications will be assessed as they are received and may close sooner than the advertised close date.

## POSITION DESCRIPTION

<b>POSITION TITLE</b>	<b>Netball Competition Coordinator</b>
<b>REPORTS TO</b>	<b>Netball Coordinator</b>
<b>DEPARTMENT</b>	<b>Netball Operations</b>

<b>Our Purpose</b>
AFL Barwon is here to support the passion of our stakeholders, through responsible governance and professional leadership, to deliver a thriving competition and sporting community.

<b>Our Values</b>	<b>People and Culture Objective</b>
<ul style="list-style-type: none"><li>• Transparent &amp; Fair</li><li>• Accessible &amp; Inclusive</li><li>• Collaborative</li><li>• Strong &amp; Courageous</li><li>• Progressive &amp; Proactive</li></ul>	Attract, develop and retain quality people and develop a high-performance culture in line with AFL Barwon's key objectives and values

<b>Overview of Role</b>
<p>Reporting to the Netball Coordinator this role has two key focus areas:</p> <ul style="list-style-type: none"><li>• Operational competition coordination of the midweek junior netball competitions.</li><li>• Competition management and administration support at the specified midweek junior netball competition venues.</li></ul> <p>This role is open to candidates seeking part-time or casual work.</p>

## Netball Competition Coordinator

<b>Responsible To:</b>	Head of Netball
<b>Reporting To:</b>	Netball Coordinator
<b>Direct Reports:</b>	N/A
<b>Other Key Relationships:</b>	AFL Barwon Clubs, AFL Barwon Netball Mentors & Umpires, AFL Barwon staff and more.

### KEY ROLES & RESPONSIBILITIES:

The position includes, but is not limited to, the following duties. In many cases, a duty will necessitate consultation with the Netball Coordinator.

General Objectives	
<b>1.</b>	Set up & pack up office and umpire rooms prior to and at the conclusion of each evening
<b>2.</b>	Prepare match administration requirements such as setting up clipboards with scoresheets and vote cards.
<b>3.</b>	Complete competition management tasks such as score entry, media votes, central timing, scoresheet adjustments and other administration responsibilities.
<b>4.</b>	Manage any potential stakeholder conflict and keep detailed records.
<b>5.</b>	Appropriate and timely response to any problems or injuries that may arise.
<b>6.</b>	Report on the evening's events to the netball coordinator and umpire coordinator.
<b>7.</b>	Manage inventory requirements such as game balls, stationery, and ice packs.
<b>8.</b>	Checking in and directing of AFL Barwon Netball umpires to courts.
<b>9.</b>	Coordinating & liaising with AFL Barwon Netball umpire mentors.
<b>10.</b>	Other supporting roles as required through league finals/other occasions by negotiation.

### CONDITIONS OF EMPLOYMENT

#### Remuneration

An hourly rate will be communicated with the successful applicant depending upon experience and aligning to the Sporting Organisations Award.

An annual review process regarding performance will be undertaken by AFL Barwon.

#### Hours of Employment

The successful candidate will need to be flexible with the hours of employment.

This role will generally operate on Tuesday and Friday evenings, with opportunity for additional hours during finals series.