Position description – **Age Group/Team Managers**

**Purpose of position:**

The Age Group Manager is responsible for monitoring the members of their assigned Age Groups and should be the first point of contact for their parents to address any matter relating to activities at the Centre.

They should also have a basic understanding of the skills athletes require to complete an activity and encourage parents to assist in managing athletes and to help with conducting the events.

Encourage athletes to participate in all events and to improve on their ‘Personal Best’ (PB’s) performances.

**Compulsory Requirements:**

* Current WWCC (or exemption as serving Police Officer or Registered as a working teacher with a current VIT registration).
* Signed Child Safe Code of Conduct
* Undertakes the role in good faith and honestly at all times
* Act in the best interests of the Centre at all times

**Desirable Attributes:**

* Able to build relationships with Little Athletes
* Sound communication skills
* Provide ongoing support and encouragement of their athletes no matter what level they achieve

**Specific duties include but are not limited to:**

* Check in at the Arena Announcer’s table at the beginning of competition and pick up the event paperwork for their age group for the day
* Aid in the marshaling of the athletes when their event is called
* Take athletes to their event and, in the case of Field Events, act as the chief official for that event - seek guidance from the Chief of Officials, or those members assisting the Chief of Officials, if uncertain as to how an event should be conducted.
* At the completion of each event return the completed event paperwork to the required location

The estimated time commitment required as the Age Group/Team Managers is 2 to 5 hours per week (depending on the size of the Centre)