



# Allstars Netball Club Inc.

E.G.W. Woods Sporting Field  
Birkdale Road, Wellington Point Q 4160  
Email: allstars.netball@outlook.com.au

## Essential Club Volunteer Roles Position Descriptions

COACH	
<b>Objective</b>	Provide practical and effective coaching instruction to all players in the areas of netball technique, positional skills and teamwork.
<b>Responsibilities</b>	<ul style="list-style-type: none"><li>• Plan and deliver weekly training sessions.</li><li>• Supervise, instruct and encourage players in competition.</li><li>• Develop technical, tactical and life skills of the players.</li><li>• Manage and maintain resources and equipment for training and games.</li><li>• Build a positive, supportive and inclusive team environment that provides players enjoyment, success and challenge.</li><li>• Provide leadership and be a role model.</li><li>• Ensure the Health and Safety of the players that you are coaching.</li><li>• Follow all aspects of the club and association Code of Conduct.</li><li>• Participate in coaching workshops and information sessions as recommended by the club or association.</li><li>• Communicate with players, parents/carers, club members and officials respectfully.</li></ul>
<b>Other</b>	<ul style="list-style-type: none"><li>• Must have or be willing to obtain a Working with Children Card (Blue Card).</li><li>• Must have or be willing to complete the Netball Australian Foundation Coaching Course (mandatory minimum certification).</li><li>• Must be available for approximately 2.5 hours per week (1 hour training &amp; 1.5 hours game time, including warm up), throughout the season.</li></ul>

TEAM MANAGER	
<b>Objective</b>	To ensure the successful management of the team and welfare of the players, whilst making sure all off field matters are dealt with efficiently and timely.
<b>Responsibilities</b>	<ul style="list-style-type: none"><li>• Liaise with team members, parents/carers, coaches, and officials to ensure everyone is informed about training, game times, carnivals, fundraisers, club duties.</li><li>• Attend to administration matters as directed by any Committee member.</li><li>• Coordinate scoring and management of game day functions.</li><li>• Provide advice and assistance to parents/carers regarding general team/club operations and communications (e.g. use of Netball Connect and Team App)</li><li>• Document any problems that arise between team members, parents, or coaches, and present these to the President or a Committee member.</li></ul>
<b>Other</b>	<ul style="list-style-type: none"><li>• Must be registered on Netball Connect.</li><li>• Must be willing to seek further information or advice from Allstars' Committee members, as required.</li><li>• Be positive, enthusiastic and well-organised.</li></ul>



# Allstars Netball Club Inc.

E.G.W. Woods Sporting Field  
Birkdale Road, Wellington Point Q 4160  
Email: allstars.netball@outlook.com.au

## UNIFORM CONVENOR

<b>Objective</b>	The Uniform Convenor ensures the successful management of uniforms for the Club.
<b>Responsibilities</b>	<ul style="list-style-type: none"><li>• Organise sample stock for Sign-On and Grading for sizing and viewing.</li><li>• Ordering and selling new uniforms.</li><li>• Consult with Committee on uniform standards/changes.</li><li>• Keep track of samples and inventory.</li><li>• Organise player training shirts, Committee and Coach shirts.</li></ul>
<b>Other</b>	<ul style="list-style-type: none"><li>• Be well-organised, good verbal and written communication skills.</li><li>• Time commitment approximately 0.5 - 1 hour per week.</li></ul>

## FUNRAISING AND EVENTS COORDINATOR

<b>Objective</b>	Coordinate the fundraising and social activities of the Allstars Netball Club.
<b>Responsibilities</b>	<ul style="list-style-type: none"><li>• Liaise with the Committee to determine the social activities for the upcoming year.</li><li>• Where possible, recruit sub-committees of people (with assistance from the Committee) of people to assist in event implementation.</li><li>• Organise the end of year junior and senior break up, trivia night (or similar) and any other fundraising activities.</li></ul>
<b>Other</b>	<ul style="list-style-type: none"><li>• Excellent communication skills</li><li>• Be positive, enthusiastic and well-organised.</li></ul>

## SOCIAL MEDIA MANAGER

<b>Objective</b>	Publish Club information on social media platforms as directed by the Committee.
<b>Responsibilities</b>	<ul style="list-style-type: none"><li>• Publish and promote the club via the website and social media (Instagram, Facebook, Teams App).</li><li>• Plan and develop content on website/socials as directed by the Committee.</li><li>• Interact with users and respond to messages and inquiries.</li></ul>
<b>Other</b>	<ul style="list-style-type: none"><li>• Be well-organised, good verbal and written communication skills.</li><li>• Proficiency with major social media platforms or willingness to learn.</li><li>• Time commitment approximately 0.5 - 1 hour per week.</li></ul>



# Allstars Netball Club Inc.

E.G.W. Woods Sporting Field  
Birkdale Road, Wellington Point Q 4160  
Email: allstars.netball@outlook.com.au

UMPIRE	
<b>Objective</b>	Umpires help to keep the game safe, fair and fun for everyone.
<b>Responsibilities</b>	<ul style="list-style-type: none"><li>• Ensure the general health and safety of all players</li><li>• Focus on enforcing the rules of play from Netball Queensland.</li><li>• Be available to attend Umpire workshops and information sessions as recommended by the club or association.</li><li>• Provide leadership and be a role model.</li><li>• Communicate with players, parents/carers, club members and officials respectfully.</li><li>• Be available to umpire games on Saturdays during competition</li></ul>
<b>Other</b>	<ul style="list-style-type: none"><li>• Clear communication skills.</li><li>• Experience a unique opportunity for leadership and responsibility.</li><li>• Have a current Umpire Certification or be willing to complete.</li></ul>

UMPIRE CONVENOR	
<b>Objective</b>	The Umpire Convenor is the person who provides the coordinating link between prospective and current umpires and the Redlands Netball Association.
<b>Responsibilities</b>	<ul style="list-style-type: none"><li>• Act as the liaison between the Club, RNA, current and prospective umpires.</li><li>• Keep a register of current umpires and their contact details.</li><li>• Encourage and enable prospective umpires to join.</li><li>• Organise the payments list for weekly games to be paid by Club Treasurer.</li><li>• Attend regular Club meetings and represent the Club at RNA meetings where requested.</li></ul>
<b>Other</b>	<ul style="list-style-type: none"><li>• Must have or be willing to obtain a Working with Children Card (Blue Card).</li><li>• Current Umpire Certification preferred but not mandatory.</li><li>• Time commitment approximately 1 hour per week</li></ul>