



TBAWA invites Applications for

COACH & MANAGER

Location – Perth, WA and Interstate

For the

WA Male and Female Youth Teams

Any Asst Coach will be appointed after agreement of TBAWA and the appointed Coach

APPLICATION (Closing date Mon 13 July 09)

I apply for (circle where applicable) the position of

Coach Manager

RESUME: _____

_____ (Add page if necessary)

Coaches and Managers: I agree to obtain or have obtained WA Working with Children registration No _____ to comply with State and Federal laws when working with persons under 18 years of age. Note: Youth Team members are aged 23 and under, with no lower age limit.

Coaches: I am a Level _____ Coach achieved on (date) _____ I have read the Responsibilities and Requirements and agree to abide by them and any instructions of the TBAWA General Committee.

Managers: I am a Level 1 Officiating Team Manager (Expiry _____) I have read the Responsibilities and Requirements and agree to abide by them and any instructions of the TBAWA General Committee.

Name Signed
Address
..... Post Code Phone ()
Mobile Email



RESPONSIBILITIES & REQUIREMENTS FOR COACH:

1. Enhance the skills and levels of excellence displayed by bowlers who are in the WA Youth Teams.
2. Impart a positive attitude towards winning the interstate TBA Youth Challenge Tournament.
3. Liaise with the Manager/s and assist them at all times.
4. Perform other duties related to the Coaching of the WA Youth Teams as required by the TBAWA, including but not limited to provision of training to Asst Coaches.
5. Support the TBAWA and General Committee at all times, and comply with all lawful instructions as defined in the TBA "Code of Ethics".
6. Be prepared to conduct training of the WA Youth Teams at any WA Metropolitan Bowling Centre on either Saturday or Sunday or at other times as appropriate.
7. Be responsible for and have complete jurisdiction in any matter relating to team line-ups, bowling or discipline **on the lanes**.
8. Be prepared to submit regular verbal reports at TBAWA General Committee meetings and a written report to TBAWA within 14 days of return from the interstate competition.
9. Be an experienced TBA registered Level 2 Coach and should be able to demonstrate relevant experience in coaching State Teams in Australia.
10. Be available to travel interstate with the Teams in January next year.
11. Participate in fundraising events run to assist the team and team officials and will be required to pay any personal shortfall if insufficient funds are raised and to pay individual invoices by the due dates.
12. Report to TBAWA Committee all incidents requiring disciplinary action, whether handled within the Youth group or not.
13. Be prepared to submit a verbal report at TBAWA Committee meetings of bookings, activities during training and fundraising and a written report of preparation and competition to TBAWA within 14 days of return from interstate.

RESPONSIBILITIES AND REQUIREMENTS FOR MANAGER:

1. Be solely responsible for all aspects of behaviour, conduct, standard of dress and general conditions relating to WA Youth teams from selection to completion of the TBA Youth Team Challenge event and return to Perth, except while under the Coaches jurisdiction on the lanes.
2. In consultation with TBAWA Treasurer, book and confirm all travel, uniform and accommodation arrangements and advise all team members of these arrangements and associated costs.
3. Consult with and gain approval from TBAWA General Committee for Uniform design prior to placing order for purchase.
4. Liaise with the Coach and assist them at all times.
5. Be prepared to attend training of the WA Youth Teams at any WA Metropolitan Bowling Centre on either Saturday or Sunday or at other locations and times as appropriate.
6. Be prepared to submit a verbal report at TBAWA Committee meetings of bookings and activities during training and fundraising and a written report of preparation and competition to TBAWA within 14 days of return from the interstate competition.

7. Encourage parent/guardian feedback. Ensure parents/guardians are kept fully and regularly informed, in advance, of training, competition and other events that may require additional Team Member participation and expense both in WA and interstate.
8. Be responsible for the availability and appearance of Team Members where their presence is required in fulfilling State Team responsibilities both in WA and while away.
9. Managers must support TBAWA, the TBAWA General Committee and Coach at all times, and comply with all lawful instructions as defined in the TBA "Code of Ethics & Agreement Form". These forms, one of which must be signed by all Team Members and all Team Officials, must be photocopied and left with TBAWA, **PRIOR** to the WA Youth Teams leaving Perth for the TBA Youth Team Challenge.
10. Not become involved with team line-ups, bowling or discipline on the lanes which is the complete jurisdiction of a Coach, except as requested by that Coach.
11. Be responsible for and deal with any matter, conflict or distraction **off the lanes** during play or at any other time, leaving players free to concentrate on bowling in the Challenge.
12. Tend to all team requirements when the WA Youth Teams are away from Perth to compete in the competition, - e.g. (Refreshments, meals, injuries, score keeping and cleanliness of uniforms).
13. Participate in fundraising events run to assist the Team Members and Team Officials and will be required to pay any personal shortfall if insufficient funds are raised and to pay individual invoices by the due dates. Organise fundraising if team does not have a fundraising coordinator,
14. Receipt all moneys paid by players, pay for practice sessions at team training, make a summary listing individual payments and forward all money to TBAWA Treasurer for banking, or make a direct deposit, within 7 days of collection.
15. Be available to travel interstate in January with the Teams.
16. Ensure Team Members are aware of all events in which they are involved in and that the Teams stay in the accommodation provided and remains together until the completion of their tournament. The Teams will travel from and return to Perth together, unless subject to individual prior arrangements agreed with all Team Officials.
17. Be responsible for team funds while away, pay any expenses, keep all receipts, and submit a full financial report to TBAWA Treasurer within 14 days of returning to WA.
18. Be prepared to submit a verbal report at TBAWA Committee meetings of bookings and activities during training and fundraising and a written report of preparation and competition to TBAWA within 14 days of return from interstate.
19. Report to TBAWA Committee all incidents requiring disciplinary action, whether handled within the Youth group or not.
20. Be responsible for timely and effective preparation and transmission of Team bios, reports, and achievements to TBAWA for use in media contact, before, during and after competition.

APPLICATIONS

Mail applications with the short resume completed no later than 13 July 2009 addressed to:

TBAWA Youth (Coach / Manager)

PO BOX 3144

BELMONT EAST WA 6104