



HUNTER WESTERN HORNETS TOUCH FOOTBALL

POSITION DESCRIPTION

PLAYERS REPRESENTATIVE

Preamble

The Players Representative provides an unbiased view on all aspects of the sport from a player's [Hornets Representative Players] point of view.

The primary function of the role is to ensure all relevant decision making includes the voice of players and their best interests, respectively, and provide a communitive link between players and Management Committee members.

The Players Representative is an appointed member of the Management Committee.

1. Responsible To

- 1.1. The Players Representative is responsible to the HIGH PERFORMANCE DIRECTOR

2. Direct Reports

- 2.1. Nil.

3. Knowledge and Skills Required

- 3.1. Strong Communication skills
- 3.2. Good networking and interpersonal skills
- 3.3. Respectful and effective communication
- 3.4. Possess maturity, self-confidence and tact and the ability to deal effectively with Players at all levels
- 3.5. Must possess a knowledge of the standards and behaviour expected of a NSWTA Official and or Representative, and an acceptance of these standards.
- 3.6. Must hold a valid NSW Working With Children Check (WWCC)

4. General

- 4.1. Facilitate opportunities for Hornets representative players to provide feedback to the Management Committee on a regular basis
- 4.2. Assist the HIGH PERFORMANCE DIRECTOR and REGIONAL DIRECTOR OF COACHING with support/mediation to players/parents in situations including; disputes involving team relations, disciplinary issues, financial issues & selection disputes, where required
- 4.3. Facilitate the appropriate referral of Hornets representative players/parents to the correct Hornets personnel to answer any questions or queries, as required
- 4.4. Assist the TOUR LEADER to produce and facilitate all post tournament surveys (NTL and NSWTA Junior Regionals), including recording findings, and present results to Management Committee for review, as soon as practical
- 4.5. Attend meetings/seminars as required

5. Meetings

- 5.1. With the ASSISTANT REGIONAL DIRECTOR, place any necessary apparel, uniforms, clothing and merchandise items on the Management Committee agenda in advance of the meeting
- 5.2. Report to the Annual General Meeting on any key Hornets representative player/parent issues that arose during the year
- 5.3. Attend all meetings, or, if absolutely unavoidable, apologise in advance for absence
- 5.4. Entitled to one vote only at a Management Committee Meeting of the Club.
- 5.5. Where Management Committee papers are circulated in advance of the meeting, read papers and consider issues before the meeting
- 5.6. Contribute to the discussion and resolution of issues at meetings and otherwise as appropriate

6. Promotion

- 6.1. Promote the organisation in the community as opportunities arise

7. Fundraising

- 7.1. Participate enthusiastically in any fundraising approved by the Board

8. Legal & Ethical

- 8.1. Avoid making any improper use of their position in the organisation so as to gain any material advantage for themselves, or for any other person, or to the detriment of the organisation
- 8.2. Avoid making any improper use of any information acquired by virtue of their position in the organisation so as to gain any material advantage for themselves, or for any other person, or to the detriment of the organisation
- 8.3. If they have any direct or indirect material personal interest in any contract with the organisation, inform the Management Committee immediately
- 8.4. If they have any direct or indirect material personal interest in any contract with the organisation, not vote in the Management Committee on that issue
- 8.5. If they have any non-material personal conflict of interest in any matter before the Management Committee, or believe that the perception of such a conflict might arise, inform the Management Committee immediately and follow the Management Committee's rulings as to proper procedure
- 8.6. At all times conduct Management Committee business politely and with consideration for others, without ill feeling, improper bias, or personal animus

9. Term of Appointment

- 9.1. The Players Representative is appointed for a 2 Year term. (**Odd Years**, i.e. 2019, 2021 etc)

10. Time commitment required

- 10.1. The estimated time commitment required is 2 hours per week.

11. Honorarium:

- 11.1. Yes. Pro rata based, paid at AGM's. (Refer to Honorarium Policy)

12. Position Review

- 12.1. This position description will be reviewed annually to ensure it remains relevant to club operations and reflects both community expectations and legal requirements.