



HUNTER WESTERN HORNETS TOUCH FOOTBALL

POSITION DESCRIPTION

REGIONAL DIRECTOR OF SELECTORS [RDOS]

Preamble

The Regional Director of Selectors (RDOS) is the principle leader of selectors within the Hunter Western Hornets Touch Association [Hornets] region.

At the operational level, the major function of the RDOS is to facilitate the coordination of selector recruitment, development and retention, with a key focus on selector courses and other related requirements for the Hornets Selectors Panel.

The RDOS an appointed member of the Management Committee.

1. Responsible To

1.1. The Regional Director of Selectors is responsible to the TECHNICAL DIRECTOR.

2. Direct Reports

2.1. Regional Selectors Panel Members

3. Knowledge and Skills Required

- 3.1. Strong Communication skills
- 3.2. Good networking and interpersonal skills
- 3.3. Able to meet strict deadlines
- 3.4. Respectful and effective communication
- 3.5. Possess maturity, self-confidence and tact and the ability to deal effectively with Referees, Players and Officials at all levels
- 3.6. Capacity to exercise mature judgement and participate in impartial assessment of selectors
- 3.7. Undertake courses, reading lecturers etc. so as to be able to educate and assess selectors with a high degree of credibility
- 3.8. Must possess a knowledge of the standards and behaviour expected of a NSWTA Official and or Representative, and an acceptance of these standards.
- 3.9. Possess a Foundation Course Presenters qualification (minimum)
- 3.10. Must hold a Talent (Level 2) touch football selectors qualification [NSW] (minimum)
- 3.11. Must hold a valid NSW Working With Children Check (WWCC)

4. General

- 4.1. Liaise with NSWTA STATE DIRECTOR OF SELECTORS and NSWTA staff, as required
- 4.2. With the FINANCE DIRECTOR, prepare a suitable budget for use within the Region

- 4.3. Foster the development of Selectors in the Region by the development of Affiliate Director of Selectors and Affiliate Selectors
- 4.4. Conduct and/or coordinate Foundation and Talent Selector courses [NSW]
- 4.5. Encourage and assist Affiliate Selectors to seek a pathway in higher Regional level selecting
- 4.6. To provide recommendations & proactively seek applicants for all Regional Selectors Panel roles
- 4.7. To assess Hornets Selectors performances, annually
- 4.8. To prepare and recommend policy on player selections, and ensure it is adhered to
- 4.9. To nominate and assist in the approval process for any Regional Selector awards
- 4.10. To organise the selectors for tournaments and events conducted by the Region and for NSWTA tournaments and events, as requested
- 4.11. To organise as required selectors books/paperwork for tournaments conducted by the Region
- 4.12. To coordinate the selection of the Region's teams or squads and submit to the Executive for approval/endorsement
- 4.13. To maintain a register of all qualified selectors in the Region and the Selectors contacts with each affiliated association
- 4.14. Attend meetings/seminars as required at regional and state level
- 4.15. With the NSWTA STATE DIRECTOR OF SELECTORS, identify prospective candidates to be considered for relevant state and national appointments.
- 4.16. To keep fully aware the changes in both the direction and trends and rule changes (incl tournament variations), and communicate with the selecting arm

5. Meetings

- 5.1. With the ASSISTANT REGIONAL DIRECTOR, place any necessary selector/selecting related items on the Management Committee agenda in advance of the meeting
- 5.2. Report to the Annual General Meeting on the selector situation of the organisation
- 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 Regional Director of Selectors is appointed for a 2 Year term. (**Even Years**, i.e. 2018, 2020 etc)

10. Time commitment required

- 10.1. The estimated time commitment required is 1 hour 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.