



Position Description

SELECTORS DIRECTOR

Preamble

The Selectors Director is the principle leader of selectors within the Hunter Western Hornets region.

At the operational level, the major function of the Selectors Director is to facilitate the coordination of selector recruitment, development, and retention, with a key focus on selector courses and other related requirements for the Hunter Western Hornets Selectors Panel. The Selectors Director an appointed member of the Management Committee.

The Selectors Director should have a strong working relationship with the NSWTA Selectors Director/Panel.

1. Responsible To

- 1.1. The Selectors Director is responsible to the Technical Director

2. Direct Reports

- 2.1. Regional Selectors Panel Members

3. Knowledge and Skills Required

Criteria for the Selectors Director is:

- 3.1. Has minimum NSWTA badge level 5 qualification or equivalent
- 3.2. Preparedness to travel to regions affiliates to provide selector development opportunities

Skills for Selectors Director:

- 3.3. Strong communication skills
- 3.4. Good networking and interpersonal skills
- 3.5. Able to meet strict deadlines
- 3.6. Respectful and effective communication
- 3.7. Possess maturity, self-confidence and tact and the ability to deal effectively and professionally with Referees, Players, Coaching Staff and Officials at all levels
- 3.8. Capacity to exercise mature judgement and participate in impartial assessment of selectors

- 3.9. Ability to educate and assess selectors with a high degree of credibility
- 3.10. Must possess a knowledge of the standards and behaviour expected of a NSWTA Official and or Representative, and an acceptance of these standards
- 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. Liaise with NSWTA Selector Director and Panel for the education and development of Regional Selectors
- 4.5. Encourage and assist Affiliate Selectors to seek a pathway in higher regional level selecting
- 4.6. To provide recommendations and proactively seek applicants for all Regional Selectors Panel roles
- 4.7. To assess Hunter Western Hornets Selectors performances, annually
- 4.8. To prepare and recommend policy, in line with NSWTA selection 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, including appointment of team leaders and selectors
- 4.13. To maintain a register of all qualified selectors in the Region and the Selectors contacts with each affiliated Region
- 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. Compose a written report annually to the NSW Selectors panel, detailing selectors used in the previous representative cycle, their role (TL, Coach or other selector), the division they were used on, other services provided, and details of any education received. Composition of the region's selectors panel (if applicable), and activities planned within the region
- 4.17. To keep fully aware the changes in both the direction and trends and rule changes (including tournament variations), and communicate with the selecting arm

5. Meetings

- 5.1. With the ADMINISTRATOR, 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 Region
- 5.3. Attend all meetings, or, if unavoidable, apologise in advance for absence
- 5.4. Entitled to one vote only at a Management Committee Meeting of the Region
- 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
- 5.7. Attend NSWTA meetings relevant to portfolio as required

6. Promotion

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

7. Fundraising

- 7.1. Participate in any fundraising approved by the Executive

8. Legal & Ethical

- 8.1. Avoid making any improper use of their position in the Region to gain any material advantage for themselves, or for any other person, or to the detriment of the Region
- 8.2. Avoid making any improper use of any information acquired by virtue of their position in the Region to gain any material advantage for themselves, or for any other person, or to the detriment of the Region
- 8.3. If they have any direct or indirect material personal interest in any contract with the Region, inform the Management Committee immediately
- 8.4. If they have any direct or indirect material personal interest in any contract with the Region, 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 Selectors Director is appointed for a 1 Year term

10. Time commitment required

- 10.1. The estimated time commitment required is X hour per week

11. Honorarium

11.1. As per Policy and as agreed to by the Executive

12. Position Review

12.1. This position description will be reviewed bi-annually in conjunction with NSWTA to ensure it remains relevant to Hunter Western Hornets operations and reflects both community expectations and legal requirements

Last Review Date: