



# POSITION DESCRIPTION

*Holy Spirit Parish Netball Club*

<b>Position Title:</b>	<b>Net Set Go Coordinator</b>
<b>Reports to:</b>	Executive and Committee
<b>Employment Status:</b>	Volunteer
<b>Time Commitment</b>	Role appointed from within the General Committee
<b>Holy Spirit Parish Netball Club</b>	<p>Holy Spirit Parish Netball Club (HSNC) is a not for profit, member based organisation which is governed by a volunteer Committee. It is a Club Member of Melbourne East Netball Association (MENA) and is governed by MENA, Netball Victoria and is affiliated with Netball Australia.</p> <p>HSNC exists to create a positive and strong local netball club that encourages players to try their best and have fun. The club is committed to providing an environment where players can learn and develop the skills and rules of netball. Players participate in a sportsperson like manner, in a inclusive, safe and positive environment. HSNC aims to build confidence, skills and foster a positive experience with the club and the game of netball. HSNC expects all players and coaches to respect their team mates, opposition, coaches, umpires and administrators and represent the club with pride and passion.</p> <p>The HSNC Executive consists of the President, Vice President, Secretary and Treasurer, with a Committee that supports a number of functions and roles of the club.</p>
<b>Commitment to Child Safety</b>	<p>We are committed to providing Children and Young People with positive and nurturing experiences for healthy development and wellbeing. As part of that dedication to health and wellbeing, HSNC is committed to ensuring the safety of all of its players particularly Children and Young People. The Netball Victoria Child Protection Commitment Statement is crucial to HSNC and its Affiliates commitment to providing a safe environment for children in netball and consists of principles and benchmarks NV has in place.</p>

## Primary Purpose of Position

- Coordinate the Net Set Go come and try sessions to provide a pathway to recruit new players to HSNC

## Key Responsibilities

- Distribute all marketing material (including school newsletter flyers (x70 for grade 1 and 2s) posters)
- Organise (or delegate) to speak at the Holy Spirit Community School assembly to promote Net Set Go.
- Coordinate player(Grades 1 and 2) expression of interest to participate in Net Set Go come and try
- Recruit and manage NetSetGo coaches and volunteers
- Facilitate participation by parents
- Be aware of the child safety in netball code of conduct
- Ensure all NetSetGo coaches follow the appropriate guidelines as per the Centre

## Knowledge, Skills & Abilities

- Strong Interpersonal and oral communication skills including the ability to effectively liaise with players, coaches and administrators
- Strong organisational skills
- Demonstrate initiative and ability to work in an autonomous manner
- Able to keep good records and work in a logical manner
- Sound computer literacy
- Basic booking skills
- Ethical, honest and trustworthy
- Dedicated Club person

## Other Requirements

- Working with Children Check

- Fulfills COVID vaccination requirements as per Government directives