



COMMITTEE ROLE DESCRIPTION – COMPETITION COORDINATOR

Organisation	Noranda Netball Association
Committee Title	Competition Coordinator
Position Type	Volunteer
Reports to	Noranda Netball Association Committee
Currently filled by	Not applicable
Commencement date	Noranda Netball Association 2025 AGM
End date	Noranda Netball Association 2026 AGM

POSITION DETAILS

Purpose

To ensure all Noranda Netball Association competitions are effectively managed by working with the coordinator of each competition, the Associations Administrator and Committee.

Competitions run over Winter and Spring seasons include NetSetGo, Junior & Senior Netball, Walking Netball, No Limits and Boorloo NAIDOC Carnival.

Knowledge/Skills

- Effective communication and good interpersonal skills
- Act with integrity, confidentiality, and objectivity
- Good organisational skills
- Computer literate
- Ability to respond to enquiries/problems quickly and effectively
- Positive and enthusiastic attitude

Typical time commitment

- Approximately 4 hours per week during the Winter and Spring seasons (*May – November*)
- Game days may occasionally require additional hours
- Weeks containing Committee Meetings will require 1-3 hours (*11-12 per year*)

Responsibilities and Duties

- Work with the coordinators of each competition to ensure they are running successfully
- Coordinate competition volunteers
- Assist with managing any complaints and game day concerns
- In conjunction with the Administrator, maintain a calendar for the Associations competitions
- Attend committee meetings and provide a written report in relation to competitions
- Assist with reviewing and updating Association policies, information sheets and forms
- Other duties as directed by the Committee
- Abide by the Associations Code of Conduct



ESSENTIAL

- At all times ensure a Child Safe environment
- Comply with the Netball Australia Member Protection Policy and Child Safeguarding Policy
- Comply with the WA Working with Children Check (WWCC) Legislation which means you will be required to obtain a WWCC unless an exemption applies
- Promote and display the Associations values and behaviours
- Promote netball in a positive manner

ADDITIONAL INFORMATION

Volunteering in this position gives you the opportunity to:

- Work as part of a team dedicated to the growth and development of Noranda Netball Association
- Meet and network with other volunteers and industry professionals
- Have input into the goals and objectives of Noranda Netball Association
- Use your skills in a positive and engaging way
- Develop a greater understanding of sports management structures

Volunteering in this role may attract an honorarium payment after the completion of both the Winter and Spring seasons. Any such payment will be decided by the NNA Committee.

For further information on this Committee position, please contact Janice Clamp, Noranda Netball Association President via email: president@norandana.com.au

If you would like to nominate for this position, complete the nomination form by 3pm, 13 February 2025 and return it via email to:

The Administrator
Noranda Netball Association
competition@norandana.com.au