
POSITION TITLE: SPORT TEAM MANAGER**Position Outline:**

All RMIT representative teams require a Team Manager (TM). The TM will assist in the recruitment, coordination and management of the sporting teams competing at the 2022 UniSport Nationals 25 Sept – 1 October, 2022 – Perth WA. The TM is required to liaise with RMIT Sport and the University Team Manager (UTM).

The TM may participate as a player or non-player within the team.

Remuneration:

The role of a Sport TM is classified as a volunteer position. However, subsidies are available to TM's to cover some of their expenses towards the Nationals events.

Benefits:

Written and verbal references can be provided upon request, post event.

The Team Manager role is a recognised RMIT volunteer leadership program. It is recommended that this role is listed on your resume.

Should Team Manager's be forced out of a playing role due to high quality recruits or injury, they are still guaranteed a place at the event as a "non-playing" Team Manager. Therefore, a benefit of the role is a guaranteed place at the Nationals events.

Reporting Line:

UTM – RMIT Representative Sport Officer

Requirements:

The Sport TM must have exceptional organisational skills. The TM must also have a broad knowledge of their chosen sport, have previous experience in a leadership role and be available to attend all TM meetings.

The Team Manager must conduct themselves maturely, responsibly and fairly at all times when acting as a representative of RMIT. TMs will display leadership and act as a mentor to their fellow team members.

A Working with Children's Check (WWCC) must be held by TMs.

Roles & Responsibilities:Prior to the Games:

1. Attend orientation events, if requested, to promote your sport.
2. Attend all scheduled meetings.
3. Liaise with, and maintain regular contact with the UTM.
4. Manage applications and online team lists through the RMIT Link website. This includes making contact with all new applicants and providing regular communication regarding team trials, team selection, training, and event details.
5. Organise at least two selection trials. In conjunction with the UTM and/or Sport Coach, assist in the selection of the best possible team to represent RMIT University (it is mandatory the team is selected on ability only. If you anticipate a conflict of interest with friends, please reconsider as to whether you believe you can carry out this role).
6. Organise and run a minimum of six training sessions.
7. Assist team members with the registration process, as directed by the UTM.
8. TMs will ensure there is an understanding of a positive team culture and be familiar with the Redbacks team values. They should implement these values and expectations within their team
9. Determine event options and logistics– e.g., will your team hire a car? Will you organize meals?
10. Organise a fundraiser for your team (recommended, optional).
11. Attend any functions as required, including Redbacks Event Launch, RMIT Sport Awards Night etc.

During the Games:

1. Ensure that all athletes in the team comply with the RMIT participant Code of Conduct.
2. Report to the UTM daily, notifying the staff member of results, incidents, playing breaches, forfeits or misbehavior by team members.
3. Ensure your team is aware of the sports schedules and transport options.
4. Ensure that all RMIT team duty requirements are met (scoring, boundary running etc.).
5. Attend any team meetings, dinners or functions as organised by the UTM.

After the Games:

1. Ensure that any loaned equipment is returned one week after the event.
2. Provide suggestions to assist the UTM to improve the event or experience in the future.

**Team Manager –
Position Description and Application Form**

Name:	
Student Number:	
Mobile Number:	
Email Address:	
Sport:	
Campus studying at:	

Please answer the following questions in detail:

1. Why are you interested in being a Team Manager?
2. What skills do you have that you believe are required to competently fulfill this role?
3. Do you have any prior experience as a leader or as a captain? If yes, please explain.
4. What are some of the strategies you will use to ensure your team is successful?
5. Which University Nationals events have you previously attended? Please list all that you have been involved in.
6. What course are you studying towards and what year and semester do you intend to graduate from RMIT?

All applications are to be emailed to: eliza.goulding@rmit.edu.au
Applicants will be notified of the status of their application within 2 weeks.
Successful applicants will be required to attend an interview with RMIT Sport UTM.