

## Vacant Team Manager Roles

In addition to the specific manager roles outlined below, all managers will be responsible for the safety and well-being of all athletes from the time that athletes meet up with team management to the period that athletes leave team management. All positions are to report to the QA Coaching & Performance Pathways Coordinator and QA Head Team Manager.

Please note that the descriptions are a brief overview of what is required from Team Managers. More information will be given to Managers should their application be successful.

### **Accommodation Managers – 2 Required (1 Male and 1 Female)**

- Ensure athletes check-in and check-out of their rooms accordingly
- Ensure all athletes depart accommodation on designated transport
- Supervise athletes at the accommodation site during competition

### **Transport Manager – 1 Required**

- Manage small-sized transportation, 12 seater van
- Must have “Open” class licence and be 25 years of age

### **Social Media Manager – 1 Required**

- Manage team QA social media platforms; Facebook, Instagram, Twitter under the direction of the QA Coaching & Performance Pathways Coordinator.

### **Technical Manager – 1-2 Required**

- Manage team area on site at the track
- Ensure athletes collect bib numbers
- Manage technical enquiries
- Liaise with competition officials

### **Call Room Managers – 2 Required**

- Ensure all athletes arrive at event check-in at appropriate time
- Assist with general team competition administration at the event

### **Para-Athlete Managers – 2 Required (1 Male and 1 Female)**

- Assist with management of para-athletes during team tour. It is essential that these managers have previous experience assisting para-athletes
- Applicant with experience as a sign language interpreter would be greatly desired

### **Event Group and Relay Managers/Coaches – 6-8 Required (At least 1 per event group)**

- Assist with athletes warm-ups if required
- Ensure athletes move from warm-up area to call-room
- Monitor athlete performances during competition
- Assist with management of relay teams if required