



2017 Australian Indoor Cricket Team Manager Application Form

*2017 Masters Trans-Tasman Series
New Zealand (October 18th – 21st, 2017)*

Applications close Wednesday 1st March, 2017

Position Description Australian Indoor Cricket Team Manager

POSITION SUMMARY

Australian Indoor Cricket Team Manager positions are available for each of the following teams competing in the 2017 Masters Trans-Tasman Series – 35 & Over Women; 35 & Over Men; 40 & Over Men; 45 & Over Men; 50 & Over Men.

The Australian Indoor Cricket Team Manager is responsible for the administration and management of the team, as well as the welfare of all Australian team members and officials during team training camps and from the time of departure until the return of the team members to their home State/Territory.

The Australian Indoor Cricket Team Manager is responsible to the Cricket Australia – Indoor Cricket Manager.

This position is an honorary role, with Cricket Australia funding event flights, accommodation, hire car and relevant apparel for the tour.

EXPERIENCE & REQUIREMENTS

- Previous State/National Team management experience
- Current open Driver's license
- Current Working with Children Check (or State/Territory equivalent)
- Applicants must be available for travel from October 15 – October 22 (any changes to travel dates will be circulated as known)
- Current First Aid certificate (desirable but not essential)



KEY SKILLS

- Strong communication, interpersonal and management skills are required. The focus will be on providing a high level of administrative and communicative support between players, coaches and CA
- Excellent organisational skills
- Strong understanding of the game of Indoor Cricket

KEY RESPONSIBILITIES

- Liaising with CA and players/officials to ensure all players are up to date with all relevant tour information including flight details, accommodation, ground transport, meal timings & any other tour logistics
- Follow up any outstanding forms or player education tasks required by CA (including signed code of conduct form, medical forms, player profiles, uniform sizes, player photos, and completion of any online player education)
- Take responsibility of the players, coaches and officials at the airport, ensuring all boarding passes and documentation are on hand and that all members of the team and their luggage is checked in by the appropriate time
- Act as a liaison between the team and CA for any logistical matters throughout the tour
- Adjudicate any problems that may arise amongst players, coaches, officials and supporters. Always refer back to the code of conduct documentation and disciplinary procedures in place when dealing with issues, providing communications to CA when required
- Ensure all welfare and safety requirements for the team are identified and adhered to
- Liaising with CA regarding any player inappropriate behaviour, misconduct, injuries and/or illness
- Being responsible for financial duties including collection of player payments, and chasing up outstanding monies, and keeping receipts for monies expended
- Being responsible for bus pick-ups and drop offs and ensuring all hired vehicles are kept properly and filled with petrol prior to drop off
- Organising meal arrangements in liaison with the coaches/players and CA when required
- Assist the Head Coach in provision of a full written report of the event

PROCESS

- The closing date for applications will be **Wednesday 1st March, 2017**
- Letters of application and full CVs should be sent by email to Sarah Harris
Sarah.Harris@cricket.com.au
- For a confidential discussion about the role, please contact Briana Binch either by email at Briana.Binch@cricket.com.au or by telephone on (03) 9653 9907
- Appointments will be made by the Cricket Australia High Performance Committee in March, with applicants being notified shortly after of decisions made



Application Form
Australian Indoor Cricket Team Manager

NAME: _____

ADDRESS: _____

_____ **POSTCODE:** _____

EMPLOYER NAME: *(If currently employed)* _____

POSITION/TITLE AT WORK: _____

ARE YOU: **AN EMPLOYEE OR SELF-EMPLOYED ?**

PHONE (WORK): _____

PHONE (HOME): _____

MOBILE: _____

EMAIL: _____

AGE GROUP (APPLYING TO BE TEAM MANAGER FOR):

35 & Over Women

35 & Over Men

40 & Over Men

45 & Over Men

50 & Over Men

CV ATTACHED TO APPLICATION



1. INDOOR CRICKET TEAM MANAGING EXPERIENCE:

2. OTHER SPORTING TEAM MANAGEMENT EXPERIENCE:

3. EVIDENCE OF ABILITY TO UNDERSTAND THE NEEDS OF ELITE PLAYERS:

4. DEMONSTRATED COMMUNICATION SKILLS (ORAL & WRITTEN):



5. DETAILS OF WHY YOU ARE APPLYING FOR THIS POSITION AND WHY YOU ARE A SUITABLE CANDIDATE:

6. OTHER RELEVANT INFORMATION TO PROVIDE:

N.B. Should additional space be required for any section please attach additional documents.

Name of Applicant: _____

Applicant Signature: _____

State/Territory Nominating: _____

(N.B.: State/Territory member bodies can endorse a maximum of two applicants per position)

Name of State Rep: _____

Signed: _____ **Date:** ____ / ____ / ____

(On behalf of State/Territory)

Completed Applications forms must be signed by your State/Territory Indoor Cricket Representative and sent to Sarah Harris Sarah.Harris@cricket.com.au at Cricket Australia by Wednesday 1st March, 2017.