



Netball Roles and Responsibilities

Volunteer Roles

Role/Position	Responsibilities
Equipment Coordinator	<p>Pre-season: Sort and compile coaches and AGC bags Ensure appropriate equipment is available for the sessions and order as required eg whistles, balls, ball bags. Ensure Medical Kits are complete & check expiry of medical products Pump balls as required Ensure separate team coaches bags/balls are allocated to league teams</p> <p>During Season: Monitor equipment keeping note of any which are misplaced or damaged Ensure all equipment is in a good state and safe to use Keep cages tidy</p> <p>End of season: Complete inventory</p>
Events Coordinator (within an Events Team)	<ul style="list-style-type: none"> • Organise and deliver internal events for ANZA Netball • Determine venue requirements • Manage events communication to invited teams • Manage events communication to internal teams • Organise umpires, coaches and volunteers as required • Arrange equipment and trophies/medals • Manage set up, delivery of the event and pack down
Uniform Coordinators	<ul style="list-style-type: none"> • Liaise with uniform suppliers and order uniforms as required • Distribute uniforms to players/coaches/committee members • Handle enquiries from members regarding uniform • Track uniform orders and store any unused stock for exchanges • Oversee second hand uniform collection and distribution
Age Group Head Coach (HC)	<ul style="list-style-type: none"> • Lead the age group in conjunction with the lead Professional Coach • Create a welcoming environment for players and coaches • Evaluate sessions and monitor progress • Identify areas for improvement and feed back to Committee • Assist team grading where required • Communicate with coaches and teen coaches as needed • Organise coach pairings and teams with AGC • Assist selection of players for tournament teams • Welcome and presentation speech at start/end of season



Assistant Coach	<ul style="list-style-type: none"> • Ensure participants are safe at all times • Liase with Head Coach and Professional Coaches to prepare for sessions using the ANZA coaching manual • Teach activities in an interesting and inspiring way • Offer positive advice, encouragement and feedback • Be a role model by showing respect for all and fair play • Give players time to think, reflect and make decisions for themselves • Ensure sessions are delivered at the appropriate level for participants, adjust skills as needed to ensure the session is effective • Work to a high ethical standard at all times, particularly in relation to issues such as safeguarding, health and safety • Show commitment and enthusiasm • Award Player of the Week • Celebrate participants involvement and successes so that they feel valued
Age Group Coordinator (AGC)	<ul style="list-style-type: none"> • Organise teams in consultation with Head Coach • Organise Volunteer Coaches and Team Parents • Set up and manage Age Group Whatsapp • Manage Age Group email account • Communicate with parents re: holiday reminders, tournament updates, venue changes etc • Monitor registrations and welcome new starters • Take attendance register and note absences
Under 16 AGC (2006/2005+)	<ul style="list-style-type: none"> • U16's will have an AGC across Session 4 age groups • Support Session 3 Professional Lead Coach • Communicate with players as well as parents via Whatsapp eg holiday reminders, tournament updates, venue changes etc • Manage Age Group email account • Monitor registrations and assist new starters, including team placement and grading in assistance with Professional Lead Coach
Team Parent (TP)	<ul style="list-style-type: none"> • Organise and coordinate orange roster • Create an inclusive environment • Assist AGC / Coaches with the communication of special messages and announcements • Coordinate thank you gifts/cards at end of season for team coaches on behalf of the team • Assist and support the team at events and tournaments