

# Team Managers

#### ROLE

Responsible for the logistics, administration and coordination of teams to/from and during a competition or training event. Be the main point of communication with the team (including athletes' and coaches).

# SKILLS

- Excellent organizational skills
- Good communication skills
- Reliable and honest

### MAIN DUTIES

- To provide a central point of contact/liaison point for communication on behalf of the team
- To attend pre-competition/camp briefings as required
- To arrange all team travel, travel itineraries, accommodation (as required) and complete risk assessments
- To provide information to athletes, coaches, parents/guardians as appropriate. Contact team members if necessary
- To ensure provision for athletes to arrive at appropriate time at venues and register with coaching staff
- To promote positive team spirit and behaviours
- To adopt the policies and principles of the ASA Child Protection policy
- To collate post competition results for Coach and Comp Secretary

#### COMMITMENT

TBC.

# BENEFITS TO SELF

Help develop and gain useful skills and experiences. To feel valued as a member of a team and gain additional knowledge about the sport and the running and organization of the club.