

Job Title:	Net Set Go/Recruitment Convenor
Reports to:	Vice President
Date of Effect:	1 February 2020

Mission	To provide a happy, safe and inclusive environment for our players, coaches, umpires and volunteers and we continually look for ways to make a positive impact for our netball community.
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Primary Job Purpose	Responsible for co-ordination of all Net Set Go team and ongoing recruitment into the NetSetGo program.
Job Responsibilities	<ul style="list-style-type: none"> • Organise all NSG teams for 7s and 8s for WNC – this includes team allocations . • Coaches then need to be selected for each team. The coaches are usually volunteer mums of a girl playing in that team. If a coach cannot be found usually the coaching convener is told and in the past a young girl/s is asked along with parents supervision. Once the coach has been allocated a practice day needs to be organised. • Managers then need to be selected for each team. As above the manager is a volunteer parent. • Umpire needs to be selected for each team and again is a parent volunteer. • NSG coordinator needs to attend all meetings in regards to NSG with KNA – this is usually 2 a year one at the beginning of the season and an AGM at the end of the season. • NSG coordinator needs to attend all club meetings and the AGM at the end of the year. • The NSG coordinator organises registration for teams wishing to play in the NSG Gala Days that are held at Lofberg (7&8 yr olds) and Canoon Road (9 yr olds) sometime in July. • All communication is done by email from KNA and WNC. All communication is passed to all NSG teams via the NSG coordinator then to the team managers who pass on the information. • Each year KNA delegate duties ie. Grounds convener, Umpires convener etc. of Lofberg to a NSG club. This is decided at the first meeting of the year with KNA – this meeting includes all NSG coordinators from each club and these duties are then decided on. • If any problems from the NSG teams arise it is usually handled by the NSG coordinator (and an email sent to the club President letting them know of the issue) if however it is unable to be resolved then the NSG coordinator liaises with the West Pymble Netball Club President. • At the conclusion of the season the NSG coordinator runs 2 “Come and Try” sessions for all 5,6,7,8 year olds who haven’t played NSG in that current season and who will be playing the following season. Volunteers (usually a couple of mums) help you run these sessions. They are done on the last 2 Fridays in Term 3. • Distribute Flyers to be given to the 3 local schools who are happy to give out to all 5 and 6 year olds (usually Kindy, year 1 and some in year 2). • Lastly, an AGM is held for the WNC sometime in October/November and the NSG Coordinator is to write a report of the season just gone and will be asked to read this report at the meeting.
Budget Management	NIL



**WAHROONGA
NETBALL**

JOB HOLDER CAPABILITIES

Skills and Experience

- Organisation Skills
- Verbal and Witten Communication
- Persuading and Influencing

