



# LACROSSE AUSTRALIA

## POSITION DESCRIPTION

Team Manager

2024

Australian Men's & Women's Box Teams

## **POSITION DESCRIPTION**

### **Functions of the Team Manager**

The Team Manager will:

- Reinforce the vision statement and program philosophies;
- In consultation with the Head Coach, provide input on the direction of the program;
- Plan, implement and evaluate all administrative aspects of the program;
- Manage the overall business and non-coaching functions including all aspects of Squad and Team Camps, Tournaments and Tours;
- Manage the budget for the duration of the program including squad and team preparation;
- Be a member of the Interview panel for the selection of team personnel positions, as required.

### **Function of the Team/Squad**

The Australian Men's & Women's Box Teams/Squads will:

- Compete in the 2024 World Lacrosse Men's & Women's Box Championship and in other tournaments and competition, as sanctioned by LA;
- Provide opportunities for talented lacrosse athletes to develop their abilities in the context of international competition;
- Provide opportunities for the development of athletes, with above average dedication to their personal athletic preparation;
- Train on a schedule as determined and in alignment with the LA HP Calendar, with an emphasis given to both self-discipline and performance;
- Promote a balance of time management between family, education, squad/team, state team and club team obligations.

### **A. PRIMARY JOB PURPOSE**

To provide overall management of the Australian Men's & Women's Box Teams program aligned to the LA HP Calendar and under the LA High Performance Program Policy, including high performance preparation principles and competition opportunities for athletes.

### **B. JOB RESPONSIBILITIES**

1. In consultation with the Head Coach manage the program budget, in consultation with the LA High Performance Manager.
2. Provide a budget to all Squad/Team members.
3. Collect and record all funds associated with team operations, using sound financial procedures.
4. Organise all aspects of camps, tournaments and tours, appropriately delegating to other persons as deemed appropriate.
5. Organise meetings with Team Staff and Squad/Team members where appropriate.
6. Seek sponsorship for the team and additional funding opportunities, in consultation with the LA High Performance Manager and Director of High Performance.
7. Maintain at all times, appropriate relationships with Athletes, Coaches and Team Staff.
8. Monitor and promote good sportsmanship and responsible behaviour, by all team members.
9. Provide a written report to LA no later than two months after any tournament or tour in which the Squad/Team has participated.
10. Participate in the selection process of Assistant Manager/s as required.

## Management

### Program Administration:

- Maintain ongoing contact with the Head Coach, LA Director of High Performance and LA High Performance Manager;
- Manage Team Staff including Assistant Manager/s, Squad Coach/s and Assistant Coach/s to meet all team requirements;
- Consult with LA Director of High Performance and or High Performance Manager to provide effective solutions to any issues and or concerns within the program;
- Participate in meetings and forums concerned with the Team program;
- Adhere to the LA Team Staff Agreement, LA Constitution, LA Policies and World Lacrosse Event By-Laws;

## C. ISSUES AND CHALLENGES

- A balanced approach to program management duties and responsibilities;
- Maintain enthusiasm and motivation of athletes during extensive club and national competitions, while preparing to compete in the 2024 World Lacrosse U20 Women's Championship;
- Manage a diverse range of individual athlete personalities and issues that arise with high performance athletes.

## D. ORGANISATIONAL ENVIRONMENT

### Reporting Relationships

<b>Direct:</b>	Head Coach LA Director of High Performance, LA High Performance Manager/s, LA President.
<b>Lateral:</b>	LA Directors, Assistant Coaches, Squad Coaches, State Team Coaches, Club Coaches, State Association Administrators.

## E. KEY SELECTION CRITERIA (KSC)

### Qualifications

Applicants to provide background information and details of the following 4 KSC:

1. Completion of secondary education at an appropriate level. While completion of other qualifications is not mandatory, it will be highly regarded.  
*(Non-formal qualifications linked with extensive experience, as shown below, will be treated as the equivalent to formal qualifications);*
2. At least ten years of lacrosse involvement in a position of responsibility. This experience will be heavily weighted towards Team Manager, administration and governance positions. It may also include coaching and sport promotion.  
*(It is unlikely that those without a club and or state team manager background of at least seven years, would have sufficient experience to qualify for this position);*
3. National Police Check.
4. First Aid Certificate, Level 1 (Level 2 desired)

### Experience

- In-depth experience and demonstrated success managing at club team and state team level;
- Experience and proven capability in the holistic management of young athletes;
- Experience of managing teams travelling to an event.

### Personal attributes

- People and relationship management;
- Demonstrated competence in business matters;
- Strong planning and time management ability;
- Strong financial planning and implementation ability;
- Sound IT skills;
- Negotiation and conflict resolution ability;
- Capacity to work in a team environment, facilitating commitment and adherence to team expectations, regulations and rules;
- Ability to balance the demands of processes and outcomes;
- Demonstrated work habits, characterised by a focus on “getting the job done”;
- Be of ‘good standing’ with the relevant LA Member Association..

## F. KEY RESULT AREA AND INDICATORS

### PROGRAM

1. A sound base of team and tour management
2. Operates within LA HPPP parameters.

### ATHLETES and TEAM STAFF

1. To achieve Athlete and Team Staff, health and wellbeing and a positive experience.

## G. LA HP CALENDAR

### Camps and Competition

Reference of programmed Camps, Tournaments and Tours, for the preparation of applicants proposed Operational Plan, with consideration to athlete costs and financial aspects.

### 2024

February	2024 LA Men’s & Women’s Box National Championship Wed 21 – Sun 25 Feb 2024	
March	<b>Men Squad Camp</b> Sat 9 – Mon 11 March 2024	Melbourne
	<b>Women Squad Camp</b> Fri 15 – Mon 17 March 2024	Melbourne
July	Team Camp & LA Challenge, 5 days Dates TBC: Sun 7 & Mon 8 –July 2024 or Sun 21 & Mon 22 –July 2024	Melbourne
August	<b>2024 World Lacrosse Men’s &amp; Women’s Box Championship</b> Friday 20 – Sunday 29 Sept 2024	Utica NY USA