

## **Perry Lakes Hawks Basketball Association – Coach Development Officer**

### ***1. Background***

Perry Lakes Hawks Basketball Association (PLHBA) operates in Perth's Western Suburbs and has long been held in high regard for the programs it runs and its ongoing success at both WABL and SBL (now NBL1) level. Our purpose is to provide a community of life-long learning, participation, and well-being as we continue to strive to be the progressive and dynamic leaders, developing a connected community through basketball.

The position of Coach Development Officer within the Perry Lakes Hawks Basketball Association has been created to allow an increased focus on the development of our coaching capabilities across the whole of the Association. The role's primary focus will be on education of our WABL and domestic coaches to help improve the skills of our coaches and the knowledge shared with our young athletes in our program. A key aspect of the role will be facilitating a coordinated approach across all levels and age groups within the association.

This new position will report to the Director of Coaching and the PLHBA President on progress and activities within this role.

The role will be offered as permanent part time employment (approx. 20 hours per week) as negotiated.

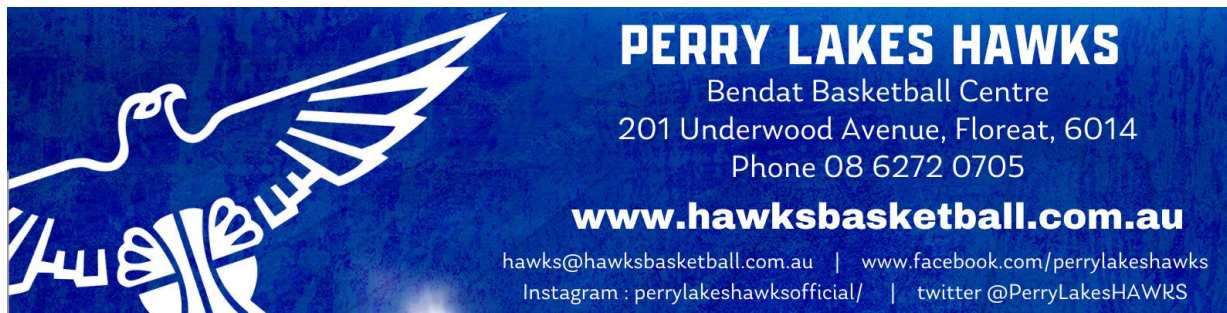
### ***2. KEY RELATIONSHIPS***

- PLHBA President
- PLHBA Director of Coaching
- PLHBA Administrator
- PLHBA WABL Director
- NBL1 Coaches
- WABL and Domestic Committees
- WABL and Domestic Coaches
- Basketball Western Australia
- Basketball Australia

### ***3. The Role***

The Coach Development Officer will manage, coordinate, and help implement all aspects of coaching development at WABL and domestic level including coach professional development requirements for PLHBA. The Coach Development Officer is required to:

- Establish a high level of coaching knowledge, skill and competency across PLHBA's coaching environment including both WABL and domestic coaches. This will include tracking and managing PLHBA coach accreditation.
- Manage and oversee the ongoing development and pathway of all PLHBA representative coaches involved in PLHBA programs.
- Co-ordinate athlete talent identification with age group coaches to ensure consistency across all groups.
- Undertake other duties as determined a priority by the PLHBA board.



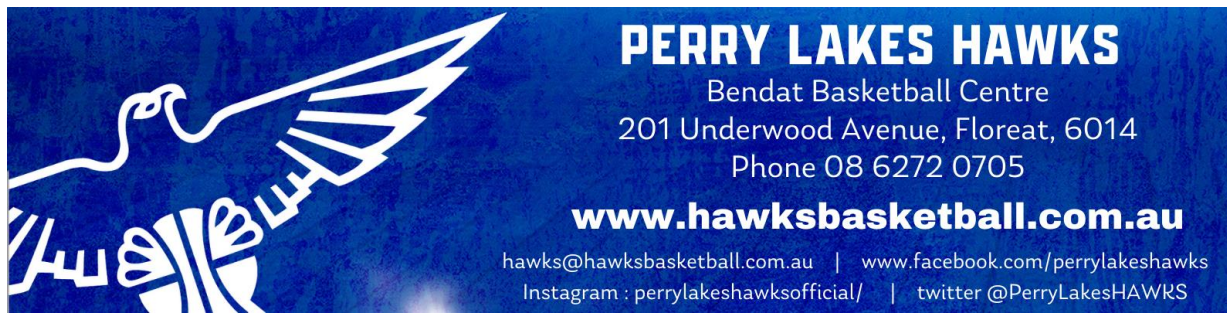
#### **4. SPECIFIC RESPONSIBILITIES**

The position is responsible for WABL and Domestic Coach Education and Development within PLHBA including facilitation of coaching education opportunities such as accreditation courses, seminars, webinars, and coaching development sessions at regular times throughout the calendar year. Specific responsibilities include:

- Provide strong support to all WABL and Domestic coaches within PLHBA.
- Facilitate bi-monthly meetings of a PLHBA Coaching Working Group to discuss all coaching and representative team related matters.
- Manage and co-ordinate PLHBA coaching selection processes for WABL in consultation with the PLHBA board.
- Manage and co-ordinate end of season coaching reviews for WABL coaches in consultation with the PLHBA board.
- Manage and co-ordinate all PLHBA WABL team selection processes, trials and timelines in consultation with the PLHBA Board.
- Oversee Talent Identification of domestic players for potential inclusion in the WABL pathway.
- Attend relevant BWA and PLHBA WABL/Domestic Committee meetings as required and report on all matters coaching, and talent related.
- Ensure an appropriate annual coaching and development pathway plan is designed and delivered with key stakeholders within the association.
- Work collaboratively with PLHBA Administration to coordinate and manage NBL1 player engagement within the WABL program
- Maintain the PLHBA coaching database and keep all current coach information up to date.
- Develop a coaching resource facility for all PLHBA coaches to utilise inclusive of online material, coaching newsletters, books, videos, and coaching articles for coaches of all levels to access as desired.
- Provide a monthly board report to the Director of coaching in line with PLHBA board meeting schedule.
- Attend home PLHBA NBL1 fixtures and maintain a presence across fixtured WABL games during the basketball season to monitor coach and athlete development.

#### **5. KEY PERFORMANCE INDICATORS**

- An up-to-date coach accreditation and contacts database is maintained for both WABL and Domestic coaches.
- Facilitate, arrange and/or deliver, a minimum of, two Community Coach Courses (Level 0) in line with domestic seasons and more if there is significant domestic club demand.
- Facilitate, arrange and/or deliver, a minimum of, one (1) Club Coach (Level 1) Course annually.
- All representative coaches are accredited within a year of coaching a PLHBA representative team.
- Facilitate and/or deliver, a minimum of, six (6) coach education clinics/seminars per year.
- Written feedback and consistent advice is provided to all WABL coaches on performance at mid-season and end of each season review meetings.
- Regular communication is undertaken with Basketball WA and other Associations on establishing best practice within the talent and coaching environments.
- Educational resources for coaches and players are provided via website, email, monthly newsletter and social media on a regular basis throughout the year.



## **6. REQUIREMENTS – QUALIFICATIONS AND EXPERIENCE**

### **Essential**

- A current Basketball Australia Coach (Level 2) Association accreditation,
- Previous experience coaching within high performance basketball development programs.
- Previous experience in managing coaches, athletes and parents.
- Previous experience delivering coach education courses and or seminars.
- Proven ability to adapt to meet developing trends in basketball and sports in general.
- Exceptional time management, planning, interpersonal, written and verbal communication skills.
- Sound computer literacy skills including experience working with Office applications such as Microsoft Office and Excel.
- Proven willingness and capacity to participate in professional development activities.
- National Police Clearance and valid Working with Children Card (WWC).
- A willingness to work after hours including weekends and evenings as required.
- Current Western Australian Motor Vehicle Driver's License.
- Ability to utilise vision editing software such as Hudl for coach/athlete educational purposes.

### **Desirable**

- Minimum period of five years coaching and/or playing experience at a professional and/or representative level.
- Tertiary qualification in education or relevant sports science major.
- Current First Aid Certificate.

## **9. TERM OF AGREEMENT**

The Coach Development Manager is a part-time position (approx. 20 hours per week) based at the Perry Lakes Hawks Home venue (Bendat Basketball Centre) and will be inclusive of a 3-month probationary period from date of commencement with an annual 12 monthly performance review conducted in line with the position. Due to the nature of the role and the sporting industry, many weekend and evening hours will be required as standard.

## **10. TERMINATION**

Both the employer and the employee are to provide written notice in line with Fair Work Australia timelines and protocols for length of tenure in a permanent part time role.

## **11. REMUNERATION**

A permanent part time hourly rate based on the industry award and experience will be negotiated with the successful applicant.