



JUNIOR COORDINATOR JOB DESCRIPTION

Our Organisation

The Darwin Netball Association (DNA) is the governing body for netball in the Darwin region. We aim to unite, inspire, enrich and support those who love the sport of netball as much as we do.

The DNA has an elected Management Team who are volunteers. The DNA has a paid Administrative Officer who coordinates the administrative functions of the Association to lessen the burden on the volunteers.

Primary Objective

- The Junior Coordinator role is a volunteer position.
- Develop the skills of DNA juniors
- Coordinate and support the DNA Management team on Junior game nights

Key Duties

- Identify and organise the training and development opportunities for players and coaches in the area of junior participation in conjunction with the Coaching Coordinator.
- Promote junior programs, resources and courses.
- Coordinates the junior final presentations
- Liaise with club Junior coordinators.
- Submit regular reports to the DNA committee and attend meetings as required.
- Organise, coordinate and run the end of season grand final presentation in liaison with the Administrative Officer.
- Work with the Administrative Officer to maintain records of coaching service and accreditation.
- Liaise with the Treasurer in formulating a budget
- Assist in the coordination and management on Junior game nights with the DNA Management Team.
- Submit regular reports to the DNA and attend Management Team meetings.

Skills Required

- Good communication skills
- Friendly and caring attitude
- Effective delegation skills
- Is well informed of all DNA activities
- Is aware of the future directions and plans of the DNA
- Understanding of the DNA's constitution, by-laws, policies and procedures
- Is a supportive leader for all DNA members
- Can maintain confidentiality on relevant matters.
- Foundation coaching and/or C Badge Umpire.