



WHEEL BLACK STAFF POSITIONS CHRIS HANDY CUP 2002

20th May 2002

New Zealand Wheelchair Rugby wishes to formally advertise the voluntary positions of Head Coach, Assistant Coach, Team Manager and Support Staff for the 2002 Chris Handy Cup.

The term of appointment is for the 2002 Chris Handy Cup, scheduled to take place in Sydney, Australia over the weekend of the 2nd August 2002. Applicants should be available from July 31st to the 5th August 2002.

The primary role of the Staffing Team is to support the Wheel Blacks in their preparation and competition and assist athletes to reach their maximum potential.

New Zealand Wheelchair Rugby is looking for suitably qualified individuals with a variety of skills. Knowledge of wheelchair rugby, although not essential, is preferred.

All reasonable expenses incurred when involved in approved team activities will be reimbursed. This includes documented phone calls, travel and accommodation expenses.

Applicants should send a letter of application, including a CV to be received **no later than 14th June 2002** to:

Glenyce Fox
New Zealand Wheelchair Rugby
32 Evans Road
Weymouth
Auckland 1702
Tel. (09) 267 0749
Email. gmfox@xtra.co.nz.

Successful Applicants will be informed no later than the 21st June 2002.



WHEEL BLACKS HEAD COACH

JOB DESCRIPTION

Qualifications: The Head Coach must have attained Coaching New Zealand Level 1 accreditation, and have relevant coaching experience.

Responsible to: NZWR Committee

Responsible for:

- ❖ Liaise with the co-selectors as to the composition of players required for the Wheel Blacks and make selection recommendations to the NZWR committee in accordance with NZWR National Team Selection Policy. The Coach has the discretionary power to include players as he/she sees fit and may use events in the national programme to view players.
- ❖ Coaching of Team prior to departure and during the event.
- ❖ Assisting Team Manager in the planning and implementation of the care, general and logistical support, required for the Team in their preparation.
- ❖ Working closely with the Team Manager to ensure the best support is provided to the Team pre-event, during and post event.

Roles and Responsibilities:

- ❖ To coach the team during competition.
- ❖ To prepare individual athlete profiles outlining the strengths and weaknesses of each athlete and communicate these to athletes. (This profile is to act as a guide in assessing athlete improvement).
- ❖ To discuss with athletes individual fitness and training programmes to ensure athletes are aware of the standard that is expected of them.
- ❖ To work closely with the Team Manager to ensure the team is effectively managed.
- ❖ Prepare and submit a report to Team Manager within 14 days of the team's return from the event.



New Zealand Wheelchair Rugby

WHEEL BLACKS ASSISTANT COACH

JOB DESCRIPTION

Qualifications: The Assistant Coach must have attained Coaching New Zealand Level 1 accreditation, and have relevant coaching experience.

Responsible to: Head Coach

Roles and Responsibilities

- ❖ Assist Head Coach to ensure athletes training and preparation is maintained at the highest level through regular contact and monitoring (where required).
- ❖ Assist NZWR and athletes in the dissemination and gathering of all necessary information.
- ❖ Ensure athletes are familiar with rules, drug testing procedure, competition schedule, policies and code of conduct pertaining to all members of the Team.
- ❖ Act as advocate for athlete in terms of raising issues with specific sport officials and organisers.
- ❖ Assist with general team duties, outside of specific sport responsibilities, including organising equipment and luggage at venues and points of transit e.g. airports, hotel – bus – venue.
- ❖ Ensure athletes receive prompt and adequate medical advice and treatment if required.
- ❖ Assist on court duties and tasks as required.
- ❖ Any other duties as directed by the Head Coach.



WHEEL BLACKS TEAM MANAGER

JOB DESCRIPTION

Qualifications: The Team Manager should have proven leadership skills and experience in leading a team.

Responsible to: NZWR Coach

Responsible for:

- ❖ The Team Manger is responsible for the management and administration of Wheel Blacks' camps/competitions, logistics and public relations of the Wheel Blacks.
- ❖ The Team Manager is required to play a full part in the development and implementation of the Wheel Blacks Business Plan and provide accountability to NZWR and the Project Manager as planned.

Roles and Responsibilities:

- ❖ Communicate with all staff and players on any pre tournament / camp matters or requirements.
- ❖ Provide full accountability for all actions and transactions as required by NZWR
- ❖ Manage and administer all logistics and resources required for the Chris Handy Cup and relevant camps.
- ❖ Assist in the development and administration of team policies and management procedures.
- ❖ Assist on court duties and tasks as required.
- ❖ Prepare and submit a report to NZWR within 21 days of the team's return from the event.



WHEEL BLACKS SUPPORT STAFF

JOB DESCRIPTION

Responsible to: Team Manager

Responsible for:

- ❖ The Support Staff are responsible for the care and support of the Wheel Blacks.
- ❖ The Support Staff are required to play a full part in the planning and implementation of the Wheel Blacks' Care Programme and provide accountability to the Team Manager for the teams services and standards.

Roles and Responsibilities:

- ❖ Develop a care and support programme based on need for camps, competitions and tours.
- ❖ Communicate with the Team Manager on any potential problems or concerns within the team related to health and social issues.
- ❖ Establish a risk management programme to cover the wide range of locations.
- ❖ Assist in the implementation of the transport and travel tasks and duties – supervising the equipment and resources.
- ❖ Assist in the bench duties on court as required.
- ❖ Any other duties as directed by the Team Manager.