



## Position Description

### 1. Position

<b>Position Title:</b>	<b>General Manager – Game Development</b>
<b>Terms:</b>	<b>Full-Time</b>
<b>Location:</b>	<b>Brisbane</b>
<b>Reports to:</b>	<b>CEO</b>
<b>Supervises/Manages:</b>	<b>6 Staff (4.5 FTE)</b>
<b>Date last revised:</b>	<b>22 October 2017</b>

### 2. Organisation

Basketball Queensland (BQ) exists to provide leadership and a State-wide framework for member associations to grow and develop the sport of basketball for all participants. Basketball Queensland is governed by a Board.

### 3. Purpose of the Position

To develop the game of basketball throughout Queensland by improving the skills of players, coaches and referees.

### 4. Duties/Responsibilities

#### Key Administrative Functions:

- Develop, manage, monitor and report to operational plans and budgets in relation to the Player, Coach and referee development programs of Basketball Queensland;
- Liaise with other Basketball Queensland management staff to ensure that the activities are integrated into the Basketball Queensland Strategic and Operational Plans and are coordinated with other Basketball Queensland programs;
- Development of a State-wide coach's depth chart;
- Management of the State-wide player's depth chart, reviewed every quarter;
- Assist in the development of a State-wide referee depth chart;
- Develop and maintain communication links with Basketball Queensland affiliates, the community, and schools throughout Queensland;
- Develop policies and procedures for Basketball Queensland High Performance programs;
- Coordinate the delivery of the Coach and Referee Development, Education and Accreditation programs;

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- Coordinate the “case management” of Queensland identified Blue Chip athletes – liaising with schools and association;
- Coordinate the “case management” of Queensland based Senior National team athletes – liaising with the NBL/WNBL teams & National team Coaches;
- Collaborate with and maintain a positive working relationship with the Queensland Academy of Sport (QAS) to deliver services to identified athletes and coaches;
- Collaborate with the QAS, Basketball Australia and other like-minded organisations to develop cutting edge programs;
- Work with national coaches to provide development opportunities for their athletes;
- Develop Individual Performance Plans (IPP) with individual athletes and their coach/es;
- Oversee involvement of Australian Development Camp athletes in the State Performance Program (SPP);
- Foster and develop opportunities for athletes, coaches and referees to work with national league programs;
- Oversee the delivery of all player, coach and referee development programs including the Future Development Program (FDP) and State Performance Program (SPP);
- Deliver the National Performance Program to Queensland athletes identified as having the potential to become Boomers or Opals;
- Coordinate the development of referee coaches throughout Queensland to ensure delivery of quality education to referees;
- Collaborate with Basketball Australia and the NBL to provide the most appropriate training and development to aspiring, talented referees;
- Maintain a positive working relationship with Basketball Queensland Sponsors such as Hoop2Hoop, Spalding, etc;
- Other duties as required

## 5. Performance Indicators

- KPI's identified in Strategic and Operational Plans are met;
- Programs delivered within agreed timeframes and budgets;
- Basketball Queensland services regarded by stakeholders (both internal and external) as well organised, efficient, professional and customer focused;
- Project plans developed, maintained and reports generated as requested;
- Basketball Queensland internal operations are efficient and effective with all necessary policies in place; and
- Client surveys/feedback utilised in program analysis and improvement.

## 6. Selection Criteria

The successful applicant **must** have:

- Demonstrated high level of skill in all facets to coaching basketball and the formulations of development programs and be well regarded in this endeavour;
- Demonstrated high level of written and oral communication skills, including the ability to be client focused and able to communicate and negotiate with a broad range of people at all levels to build relationships with our stakeholders;
- Have good time management skills with the ability to meet deadlines;
- Proven skills and knowledge in Microsoft software (Word, Excel, PowerPoint), use of the internet and e-mail;
- An attitude that is customer-focussed with the ability to understand issues from the stakeholder's perspective;
- The ability to be solution focussed and a calming influence in circumstances where customer expectations may not have been met;
- The ability to contribute to a safe and supportive environment for all;
- A positive notice for working with children;
- A Level 2 Coach Accreditation;
- A current driver's license; and

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- A motor vehicle available for work purposes.

Preference will be given to applicants that:

- Are problem-solver and can think on your feet and solve problems as soon as they happen while remaining calm and focused as you come up with solutions;
- Have at least three years' experience in a similar role
- Have a FIBA Coach Accreditation; and
- Have tertiary qualifications relevant to the position.

## 7. Other information

Basketball Queensland is required to meet the demands of a sport which operates seven days per week, with the timing of certain activities being critical to its success. Basketball Queensland staff will, as the circumstances of the case determine, contribute their time and efforts outside normally recognised office hours where their personal attention, knowledge or expertise may benefit BQ, its objectives and achievements.

As a member of the Basketball Queensland staff, you will, on occasions, be required to travel in order to attend functions as a representative of Basketball Queensland. Your conduct and appearance should reflect the role of ambassador and your activities set an example to other employees.

It will be a condition that Basketball Queensland will be entitled to be fully informed of the results of all work done by you and to have full and exclusive benefits of its results. It will be a condition that you will not without authority, divulge to any other person any information regarding the affairs of Basketball Queensland.