



SOUTH QUEENSLAND SHARKS MANAGER POSITION DESCRIPTION

1. Purpose

1.1. The role description & responsibilities document is an attempt to clarify SQBD Board and Representative Program expectations of the Manager of a South Queensland Sharks National Youth Championships team.

1.2 It should be noted that all South Queensland National Touch League (NTL) Managers, regardless of division of appointment, are expected to fulfil their role description.

2. Tenure

2.1 Managers are under the direction of the SQBD Management Team & SQBD Sports Performance Panel for the duration of the appointment.

2.2 All Managers will be appointed for one NTL term which expires at the conclusion of the 2025 event.

3. Manager Roles & Responsibilities

3.1 Team Managers have an extremely important role ensuring the successful management of the team and welfare of players in their care.

- Responsible for the administration and management of the team.
- Responsible for the welfare of all team members at training and competition.
- Liaising with all team members, coaches and officials to ensure players are appropriately dressed, informed of training, competition details, functions and levy fees are paid on time.
- Ensuring all team members paperwork/registrations are completed and have met deadlines.
- Adjudicating any problems that may arise amongst team members, coaches & supporters
- Acting as a Liaison Officer between SQBD and your appointed team



- Assist with team requirements regards to training, before and during games.
- Assist with logistics around transport and travel requirements.
- Ensuring the score card and any other rules/regulations of the competition are carried out.
- Ensuring all welfare and safety requirements for the team are met.
- Players under 18 years must be supervised at all times.
- Ensuring all players remain together at the competition and support each other while representing SQBD.
- Distributing information from SQBD to team members.
- Submit formal feedback following the conclusion of the 2025 NTL campaign about how the coaching staff operated (both strengths and areas in need of further development), and an overview of the campaign and event progress.

3. Manager Requirements

- Strong interpersonal and oral communication skills including the ability to effectively liaise with players, coaches and administrators.
- A proven ability for people management in a high stress environment
- Strong organisation skills.
- Sound knowledge of the rules of the touch football
- Sound knowledge of the Conditions of Entry and regulations of the competition.

END.

