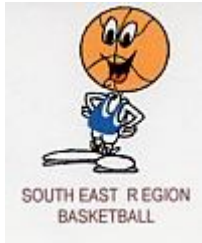


**South East
Basketball
Region
Management
Committee**



Job Title	Team Manager
Organisation	South East Region Management Committee
Salary	Voluntary position with limited expenses
Location	At locations within South East Region and venue for inter-regional tournament
Length of appointment	Until end of 2011 age-group tournaments. Position will then be reviewed with potential for a further appointment of 1 year.
Job Description	<p>The South East Regional Management Committee (SERMC) are authorised by England Basketball (EB) to develop the best age-group related talent in Surrey, East/West Sussex and Kent. We now seek to recruit 6 Team Manager's for the following teams that will attend the relevant inter-regional national tournament:</p> <ul style="list-style-type: none"> • Under-13 Boys' Squad • Under-13 Girls Squad • Under-15 Boys' Squad • Under-15 Girls Squad • Under-17 Boys' Squad • Under-17 Girls Squad <p>Responsibilities</p> <ul style="list-style-type: none"> • Take responsibility for off-court team preparation matters • Be first point of contact for parents • Arrange any training venues that the Head Coach requires • Be responsible for communicating relevant information to players and parents • Be responsible for any budget that is assigned to the team by the SERMC • Liaise with the South Eastern Regional Co-ordinator • Ensure that all relevant transport and accommodation matters are attended to • Attend the inter-regional tournament (see below for dates) • Take responsibility for players' welfare at tournaments • Be responsible for team kit and equipment • Attend any meeting requested by the Chairman or Coaching Officer of the SERMC • Produce post-tournament report and accounts <p>• Person specification</p> <ul style="list-style-type: none"> • Previous experience is preferable but not essential • Good organiser with a confident and outgoing personality • Have the ability to gain a full understanding of EB's child protection policies • Competent report writer and record keeper • Must satisfactorily pass Criminal Records Bureau check



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<p>Inter-regional tournaments dates</p>	<p>Under 13 Inter Regional Tournament (Lilleshall) Girls - 15/16th October 2011 Boys - 29/30th October 2011</p> <p>Under 15 Tournament (Nottingham Wildcats Arena) Girls - 10/11th September 2011 Boys - 20/21st August 2011</p> <p>Under 17 Tournament (Nottingham Wildcats Arena) Girls – 24/25th September 2011 Boys - 17/18th September 2011</p>
<p>How to apply</p>	<p>By email only to the SERMC.</p> <p>coaches@southeastbasketball.co.uk</p> <p>If you have previous experience of being a Team Manager, attach a covering letter and CV.</p> <p>If you have never been a team manager, please give an outline of how your experience relates to the person specification detailed in this job description.</p> <p>State which team you have a preference for. Please note that whilst we will take your preference into account, the SERMC reserve the right to appoint Team Managers selected to any team.</p>
<p>Deadline for applications</p>	<p>All applications must be received by 1600hrs on Friday 25 February 2011. Any application received after this time may not be considered.</p>
<p>Next Steps</p>	<p>The SERMC will contact all applicants to discuss next steps</p>
<p>If you have any questions</p>	<p>Please email Justin Edison, SERMC Coaching Officer justin@southeastbasketball.co.uk</p>