



JOB DESCRIPTION

Position: Volleyball and Basketball floor controller

Responsible to: Sports Director

Functional relationships: TIC Volleyball
TIC Basketball
Sports Co-ordinator
Sport Coaches and Managers
Players and Spectators

Objective

To support Cashmere High School's volleyball and basketball programmes.

Responsibilities

- Attend Monday volleyball games Terms 1 and 4
- Attend Tuesday and Friday basketball games Terms 2 and 3
- Ensure gyms are set up and courts are swept ready for use
- Check the sports website and work with the TICs to know the draw for games and any changes
- Welcome opposition schools and guide to correct court
- Assist referees to get games started on time and help manage any on court incidents
- Manage students making sure they are either playing, supporting or helping. Students loitering around the gyms should be told to leave.
- Attend to first aid requirements and take necessary action if required – eg ring ambulance
- Be aware of the school rules for gym use particularly around footwear and eating
- Ensure scores are collected after each game and passed onto relevant TIC
- Lock up the gym ensuring that all equipment is away and facility is left tidy
- Record and report any incidents, bad behaviour or issues to relevant TIC or Sports Director

Conduct

- The school has expectations that the Floor Controller will conduct themselves professionally at all times and model good behaviour.
- If there are any concerns of serious misbehaviour by students, coaches or spectators, including things that could bring the school into disrepute, these need to be communicated to the Sports Director as soon as possible.

Hours and Remuneration:

- **Monday Volleyball** 3.30pm until end of last game (9pm at latest)
- **Tuesday Basketball**

3.30 - 5.45pm	Junior Boys (Grocott Trophy) 4:10pm game
5.00 - 7.15pm	Senior Girls (Whelan Trophy) 5:45pm game
6:45 - 9.30pm	Senior Boys (Thomson Trophy) 7:30pm game
3.30pm - 9.30pm	If all 3 teams play

- **Friday Basketball** 3.30 until end of last game (8:15pm at latest) Games every hour (4pm, 5pm, 6pm & 7.00pm)

The Floor Controller must be available:

Mondays: 10 weeks x 5½ hours between 16 February- 16 March, and 12 October- 9 November.
Due to Labour Day on Mon 26 October, games will be played Tues 27 October

Tuesdays: 5 weeks x 6 hours between (TBC) 28 April-30 June (excluding 2nd June), and 7 weeks x 4 hours between 21 July-11 August

Fridays: 12 weeks x 5 hours between 8 May-26 June (excluding 29 May -Kings B'Day weekend), and 24 July-21 August

Terms and Conditions of employment:

This position is covered by an individual employment agreement

- Remuneration to be paid at \$25-28 per hour depending on the skills and experience of the successful applicant.

Person Specification

The ability to be flexible, use initiative and relate to a range of people including teenage students.
Must be 21 years or older due to Health and Safety requirements.