Position Description	
Position Title	Game Day Officers
Weekly Hours	Scheduled across domestic competition of Monday, Wednesday, Friday and Saturday
Employment Type	Casual / Contractor
Start Date	May 2023
Position Overview	Game Day Officers will positively contribute to the creation, implementation, and ongoing maintenance of a safe, comfortable, inclusive and enjoyable environment for all active and non-active members of the Altona Basketball Bay Association (ABBA) community. The supervision of will be across all domestic competitions, currently held on the evenings of Monday, Wednesday and Friday, and Saturday mornings. Working alongside and supporting the Referees, our Game Day Officers will ensure that players, coaches and spectators are following facility rules and regulations, dealing with any issues or conflicts that may arise, and ensuring that the environment is safe and enjoyable for everyone. They are to observe and support Referees at all ABBA Domestic Competitions, ensuring the associations strategies, values and policies are promoted.
Key Relationships	1. **Internal** a) ABBA Executive Committee 2. **External** a) ABBA Members, Players and Coaches b) ASC Staff c) VBRA Altona
Position Responsibilities	• Assist ABBA members to run games in the spirit of competition for all present, including players, coaches, and spectators • Assist in interpretation and application of the ABBA By-Laws • Support umpires • Ensure payment fees are completed prior to the start of all senior games (Teampay) • Adjudicate any non-whistle matters such as late start penalties, incorrect uniforms and forfeits • Liasise and assist Altona Stadium Staff during competition times

Key Knowledge, Skills, Competencies& Behaviours	• Highly presentable with an outgoing personality. • High level communication skills and the ability to effectively communicate in person and by phone. • Ability to work autonomously. • Ability to multi-task.
Qualifications & Experience	**Essential** • Possess a current Working with Children Check • Sporting competition administration experience or similar • Good communication skills **Desirable** • PlayHQ software experience • Teampay software experience • Sports Management experience