



Waratah Netball Club

Coaching Development Officer Duties

01 August 2026

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Intro

The Coaching Development Officers are Non-Executive members of the Club management committee.

The Coaching Development Officers' primary roles are to be the Club point of contact for coaching queries and to assist Club coaches in performance of their roles. The Coaching Development Officer should be experienced coaches with a minimum of Development Level qualifications.

The Coaching Development Officers should be familiar with Risk Management processes, particularly with regard to prevention and control of sporting injuries.

Effective coaching is essential to achieving the Club mission of “...ensuring that our players have the opportunity to perform to the best of their abilities”. The Coaching Development Officers must therefore be motivated to develop and mentor Club Coaches, and create and maintain a strong coaching culture.

Junior and Senior Coaching Development Officers.

The Club Executive may appoint a Coaching Development Officer for Junior teams and a separate Development Officer for Senior teams. In such a case, the delineation between teams will be mutually agreed, but generally such that:

- **Coaching Development Officer (Seniors)** – for coaches of teams in grades 18yrs and above
- **Coaching Development Officer (Juniors)** – for coaches of players in NetSetGo Skills (5-6yrs), and for coaches of teams in grades 6yrs to 17yrs.

Coaching Development Officers' Tasks

The Coaching Development Officers are to:

- Have a working knowledge of the Club Constitution & Rules;
- Lead the Club Coach selections as per the Club *Coach Selection Policy*
- Maintain close liaison with the NNA Coaching Development Officer
- Be the lead for recruiting Club Coaches and Assistant Coaches;
- Ensure that Club Coaches are aware of Netball Australia Coaching Pathways and Strategies;
- Ensure that Club Coaches are aware of courses and other training events available for coaches and players.
- Ensure that Club Coaches are appropriately qualified;
- Ensure that Club Coaches have conducted, if required, *Working with Children* checks, and any other checks that may be required by Local, State, or National authorities;
- Liaise with the NNA Facilities Manager for training courts;
- Ensure that Coaches, Assistants, and Managers attend a Club briefing at the start of the season to review the Club Coaching requirements;

- Provide guidance on age-appropriate skills and resources either in a one-on-one environment or in group sessions;
- Monitor Club Coaches through the season and provide assistance if requested;
- Establish a mentoring relationship between experienced senior coaches and junior coaches;
- Ensure that Club coaching equipment and online resources are available for Club Coaches;
- To work with the executive if a complaint has been put forward about a coach;
- In consultation with the Treasurer, develop an annual coaching budget for presentation to the Club Executive.

Review of this Duty Statement

The Coaching Development Officers are to review this Duty Statement annually, or on appointment to the position.