



POSITION DESCRIPTION

VJBL TEAM STAFF

Organisation:	Collingwood Basketball Association
Role title:	VJBL Team Staff, Head Coach, Assistant Coach, Team Manager
Location:	Melbourne and regional Victoria
Reports to:	Basketball & Competitions Manager, Director of Coaching
Commencement:	October 2026 – September 2027

ABOUT THE ROLES

Collingwood Basketball Association is seeking committed and capable team staff for the 2027 VJBL season. These roles are central to delivering a consistent, high quality and development focused representative program.

Each role contributes to a shared outcome. You contribute to a strong, well run team environment that supports player development, performance, and retention. Head Coaches lead standards, performance, and direction. Assistant Coaches support delivery and reinforce team systems. Team Managers ensure the team is organised and communication is clear.

EXPECTED COMMITMENT

You are available for preseason trials and team selection, attend all training sessions and weekly games, and maintain regular communication with players, parents, and staff. You also attend association development courses and program meetings, and contribute to planning and review outside scheduled sessions.

REMUNERATION AND APPOINTMENT

All VJBL team staff positions are voluntary. These roles are appointed for the full 2027 VJBL season, including finals.

Head Coaches will receive an honorarium in recognition of their contribution. Payment is contingent on meeting role expectations and completing required reporting.

The honorarium will be paid in two instalments. The first payment will be made mid-season following submission and approval of a mid-season report. The final payment will be made at the conclusion of the season, including finals and presentation day, following submission and approval of a full season report.



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Assistant Coaches and Team Managers are voluntary positions and do not receive financial payment. These roles are supported through development opportunities, program support, and involvement in a structured representative pathway.

Failure to meet role expectations, reporting requirements, or behavioural standards may result in withholding of honorarium or termination of the appointment.

WHAT GOOD LOOKS LIKE

- You are reliable, prepared, and consistent in your approach.
- You communicate clearly with players, parents, and staff, and you prioritise player development and experience in all decisions.
- You contribute to a positive, accountable team culture and align your behaviour with CBA expectations at all times.
- You take ownership of your development as a coach or team staff member.
- You actively engage in professional development, seek feedback, reflect on your performance, and contribute to peer learning across the program.

ROLE RESPONSIBILITIES

Head Coach

At the direction of the Director of Coaching, Head Coaches lead team selection in line with CBA policy and take responsibility for planning and delivering structured training sessions. You implement team systems and playing style, lead game day coaching and decision making, and manage the overall team environment. You set standards, drive individual and team development, and ensure consistency across the season.

Assistant Coach

Assistant Coaches support the planning and delivery of training sessions and reinforce coaching messages and standards. You provide clear and consistent feedback to players, assist with game day coaching, and help maintain an organised and effective training environment.



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Team Manager

Team Managers lead communication with players and parents and ensure all logistical and administrative requirements are met. You coordinate fixtures, schedules, and team operations, act as the key liaison with CBA, and allow coaches to focus on coaching by managing non basketball tasks.

KEY PERFORMANCE INDICATORS

- You maintain high attendance and engagement across training and games, and you demonstrate clear player development across the season.
- You communicate effectively with players and parents, contribute to a positive and disciplined team culture, and consistently meet CBA operational and behavioural expectations.
- Attend CBA professional development courses and seek out additional opportunities to develop skills as a coach.
- Demonstrate behaviour that consistently complies with the CBA and Basketball Victoria Codes of Conduct.

SELECTION CRITERIA

Coaches

Coaches hold, or are working towards, Basketball Australia accreditation and bring relevant coaching or playing experience. You demonstrate a strong understanding of player development and the ability to lead or contribute within a team environment. A Working with Children Check is required.

Preference is given to coaches who do not have a child or immediate relative in the team. This supports objective decision making and a consistent player experience. Where this exists, full disclosure is required and role allocation may be adjusted.

All staff are reliable, professional, and accountable, and they align to CBA values and standards.

Team Managers

Team Managers demonstrate strong organisational and communication skills and can manage multiple stakeholders effectively. Experience in team or program coordination is preferred, and a Working with Children Check is required.



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All Roles

All staff are reliable, professional, and accountable, and they align to CBA values and standards.

STANDARDS AND BEHAVIOUR

Positive and respectful behaviour is non-negotiable. All coaches and team managers must strictly adhere to Basketball Victoria and CBA Codes of Conduct at all times. Team staff are expected to model positive, respectful, and professional behaviour to players, parents, officials, and the wider community.

Failure to meet these standards will impact appointment and ongoing involvement in the program.

HOW TO APPLY

To apply for this role, complete the online application form.

Applications must be submitted via the online application form by **Sunday 9 August**.

For any questions about the role, contact the Basketball and Competitions Manager at darlan.hyde@collingwoodbasketball.com.au.