

ORIENTEERING TASMANIA

POSITION DESCRIPTION

DIRECTOR, PERFORMANCE

General responsibilities

Directors shall:

- participate fully in the governance of OT as members of the Board of Management;
- within the scope of their function, determine policy and make decisions;
- manage their budget;
- ensure that, before making and implementing decisions, clubs are fully consulted on all significant matters, either through a club representative if one is appointed by the member club, or through the club secretary;
- co-ordinate their activities with those of other directors;
- keep the Board (and between Board meetings, the Executive) informed of their significant decisions and of any issues of concern;
- prepare reports to OT as required, e.g. for Annual Report, Operational Plans and Budget;
- arrange for the representation of OT at relevant Orienteering Australia committees; and
- maintain communication with members of OT.

Particular responsibilities

- Plan and co-ordinate OT's coaching program for junior, elite and master orienteers, both competitive and recreational, with the primary objective of improving the standard of orienteering of all orienteers and providing them with coaching opportunities at the level they desire.
- Establish, maintain and support training squads as needed and appoint squad coaches to supervise the activities of any squads.
- Arrange for the conduct of coach accreditation and coach education courses and encourage orienteers to participate.
- Assist accredited coaches in maintaining their accreditation.
- Stimulate and develop coaching at club level; assist clubs in establishing and maintaining a full, well-balanced training program.
- Assist and encourage all orienteers to get appropriate coaching.
- Recommend and nominate orienteers for any relevant training or coaching scholarships and awards for which they are eligible.
- Collect, prepare and disseminate coaching ideas and materials; keep coaches and members up to date on the development of coaching techniques.
- Appoint any officers required to fulfill the tasks and responsibilities of the Performance Directorate portfolio.
- Support the Director, Development, in the development of an orienteering program in and for schools.

- Support the Director, Technical, in planning the yearly program of events.
- Ensure that all adults traveling with junior teams or sharing accommodation at camps provide a personal police check to OT's nominated evaluator, that any documentation required at the destination is completed and that accommodation is appropriate, including privacy between males and females.
- Ensure that all team officials and team members have signed the appropriate codes of ethics/conduct.
- Seek funding from government and non-government agencies for coaching and related activities, in conjunction with the other directors or board members where appropriate.
- Establish and publish criteria for the selection of State teams representing Orienteering Tasmania, and appoint selectors to select such teams.
- Maintain up-to-date records, for historical purposes of all official Tasmanian Orienteering Teams and of the performances of the teams.