

Technical Manager - Swimming NSW

Volunteer Position Description

Organisation	Swimming NSW
Date of Approval	12/08/2024
Reports to	SNSW Events Manager

ORGANISATIONAL OVERVIEW

Swimming is Australia’s highest participation sport and is an activity that is synonymous with the Australian way of life. Swimming offers participants both important life skills and a sport that can be enjoyed by all ages and ability levels.

Swimming NSW (SNSW) is the peak body for the sport in NSW and also includes the ACT as an area with ACT government jurisdictional oversight. We aim to be the number one swimming state in Australia in performance and participation.

We understand that our members have many dreams about what they want to achieve in our sport, but they all share our passion for swimming and that is why it is our Mission to provide opportunities and pathways to enable everyone to enjoy swimming and develop the potential of all participants.

ROLE PURPOSE

The Technical Manager is a volunteer position appointed by Swimming New South Wales to ensure that the Swimming Rules and Competition By-laws, and policies are applied correctly for the duration of each State swim meet.

KEY PERFORMANCE AREAS

KEY RESULT AREA	ACCOUNTABILITIES
Attendance and General Duties	<ul style="list-style-type: none"> Attend the relevant State swimming competition for the duration determined by SNSW. Arrive at the venue at least 90 minutes prior to the meet commencing for each session. Manage the assembling of the Technical Officials for the march out for each session. Distribute event programs and relevant equipment to Session Referees at the commencement of an event and prior to finals sessions Work with relevant SNSW staff to ensure that the venue is safe for competition and conducted in accordance with SNSW Rules, By-Laws and Policies. Where required, be involved in decision making prior to and during the event. Provide mentoring and oversight of any Assistant Technical Managers.

Technical Officials Briefings	<ul style="list-style-type: none"> • Provide guidance and support to session Referees when they conduct daily briefings with the Technical Officials. • Provide support and advice to Technical Officials during the meet. Deal with any issues as they arise in relation to officiating at events in partnership with the SNSW Events Manager or Delegate.
Team Manager Briefings	<ul style="list-style-type: none"> • Participate in the Team Managers briefing at requested State events.
Venue Equipment Check	<ul style="list-style-type: none"> • Before the commencement of each session check that all the equipment for the Meet is ready and in place and that it meets the standard required and conforms to the rules including, but not limited to, the timing system, scoreboard, lap counters and starting device. • Throughout sessions observe and ensure that equipment is operating. • Work with SNSW events staff and venue pool attendants to ensure the Competition Pool is cleared 15 minutes before the commencement of each session of the Meet. • Work with the SNSW Event Staff and venue staff to ensure that a completed pool survey is conducted so the competition pool is certified for any record set.
Entries	<ul style="list-style-type: none"> • Address any queries, with the NSW Event staff and Chief Recorder, on entries and results.
Event Timing	<ul style="list-style-type: none"> • Ensure that copies of the event timeline are distributed to relevant officials prior to the session. • Work within the parameters of the event timeline and ensure the meet runs to schedule taking into consideration time saved through amalgamations and reseeds.
Protests	<ul style="list-style-type: none"> • Ensure that all protests are dealt with as per the Rules, in liaison with the Referees. • Attend to appointment of the Jury of Appeal and any outcome when necessary.
Decision Making	<ul style="list-style-type: none"> • Make final decisions on eligibility to compete, late entries, medical certificates and body taping. • Make final decision on interpretation of SNSW Rules and By-Laws
Technical Official Development	<ul style="list-style-type: none"> • Work with the SNSW TSC to promote the development of elite officiating in New South Wales
Liaison	<ul style="list-style-type: none"> • In conjunction with the Chair of the SNSW TSC, liaise with SA Technical Committee.

ROLE REQUIREMENTS

A valid volunteer Working With Children Check must be held.

Essential	Desirable
<ul style="list-style-type: none"> ▪ State and Sydney Open - minimum Level 2 Referee or Starter with at least 10 years demonstrated officiating experience at State Level competition and at least five years at National level competition. ▪ State Age - minimum Level 2 Referee or Starter. At least 5 years demonstrated officiating experience at State Level competition ▪ Metropolitan and Country - minimum Level 2 Referee or Starter and have at least 5 years demonstrated officiating experience at this level or above. ▪ Country Regionals – minimum Level 1 Referee or Starter. ▪ Other SNSW meets – As for Country Regionals ▪ All meets: ▪ Thorough understanding of World Aquatics, WPS, Swimming Australia (SA), SNSW Swimming Rules and Competition By- laws ▪ Thorough understanding of Technical Official procedures relative to the appointment as Technical Manager at either pool or open water competitions. ▪ Demonstrated ability to lead and motivate teams. ▪ Strong communication and conflict resolution skills. 	<ul style="list-style-type: none"> ▪ State & Sydney Open - a current or past World Aquatics Referee and/or Starter with experience at international level competition. ▪ Country Regionals - a current or past L2 Referee or Starter with at least five years demonstrated experience at officiating at this level or above. ▪ Other SNSW meets – As for Country Regionals ▪ Para Swimming meets - holds the Referee Extension “Swimmers with Disability” (SWD) accreditation and WPS accreditation.

Any person interested in the role at Swimming NSW meets can email the following to josh.karp@nsw.swimming.org.au:

- A letter of no more than one page outlining your credentials according to the above Key Performance Areas.
- Suggested meets which you believe you’d like to be appointed to according to the Role Requirements.

The SNSW Executive and SNSW Technical Swimming Committee (TSC) will then assess the application.