



VICTORIAN VOLLEYBALL SCHOOLS CUP

Position Description

Role:	HALL SUPERVISOR
Business Area:	Volleyball Victoria - Events
Location:	State Volleyball Centre, 270 Stud Rd, Dandenong North
Date:	29 July – 1 August 2021
Time:	Two shifts: 7:30am - 3:00pm and 2:30pm - Finish
Purpose:	To assist in the efficient and successful delivery of the Victorian Volleyball Schools Cup
Reports to:	Tournament Director Tournament Assistant
Working Relationships:	Technical Delegate (Chief Referee) Hall Managers Hall Supervisors Results Administrator First Aid Team Coaches School Teachers

<p>Event Background & Context</p>	<p>Not only is volleyball one of the few sports that provides equal opportunity for both boys and girls; it also encourages participation of all team members and is very fun and available to anyone.</p> <p>The VVSC Four Day Event is delivered across four days. The Four Day Event is an ideal platform for schools that are both new and experienced to Volleyball to get a taste of what the sport is all about.</p>
<p>Responsibilities:</p>	<p style="text-align: center;"><u>General</u></p> <ul style="list-style-type: none"> • Coordinate and manage all activities on the courts • Ensure courts are set up correctly and net heights are correct • Ensure all courts are running on time and games are starting as scheduled. • Ensure that Duty teams are present, ready, and are starting games on time. • Be aware of court fixtures and keep track of which games have been completed, which courts are running late, etc. • Be familiar with any net height changes that are required during the day and ensure these are made in a timely manner so not to delay any games. • Ensure scoresheets are completed correctly • Ensure that playing areas are safe to use and are free of any dangers, i.e. bags, rubbish, liquid spills, food, balls etc. • Keep courts clean and tidy, ensure teams are not leaving rubbish around and are using the bins. • Notify Tournament Director of any serious incidents i.e. injuries, blood spills, venue problems, technical (rule disputes) problems. • Notify Technical Delegate (Chief Referee) of any rule disputes or and 'mid-game' issues. • Be familiar with Tournament Regulations and Rules

	<p style="text-align: center;"><u>Competition</u></p> <ul style="list-style-type: none"> • Sign in with Tournament Director at the Tournament Desk upon arrival, and collect your competition documents (scoresheets, balls etc.) and court allocations. • Attend any event staff briefings and tournament briefings (Technical Meeting). • Collect all completed scoresheets and collate for collection by the Tournament Assistant • Adjust net heights as required • Monitor Duty team performance and provide assistance where required • Deal with any minor disputes / issues • Ensure all match balls are returned • Assist with medal presentations • Liaise with schools regarding any information changes, provide assistance where required • Notify First Aid Officer of any injuries
Key Competencies:	<ul style="list-style-type: none"> • Ability to work and act in a professional manner at all times • Thorough understanding of tournament information and rules • Time Management - Ability to prioritise tasks and work under pressure • Communication – ability to effectively communicate with others. • Teamwork – Strong ability to work as part of a team • Working with Children’s Check

Agreed by:

Hall Supervisor

Date

Tournament Director

Date
