



2013 New Zealand Team Official Application

A number of officials will be appointed to act in a supervisory and management capacity with the New Zealand teams attending FIRS and AAU 2013. NZIHA is requesting expressions of interest from individuals interested in volunteering their services in an official role. While all offers of help are most welcome, the number of officials who can be appointed is limited so NZIHA reserves the right to appoint in consultation with coaches and the Executive Committee. Due to accommodation and airline requirements, appointments will be made by the end of the week ending March 8.

CLOSING DATE: March 4th, 2013. Email application to: krys.beardman@xtra.co.nz

All interested parties will be advised by email by March 9, 2013

Requirements:-

- To hold NZIHA membership for the 2013 season.
- Commence duties as soon as appointed.
- Each individual is responsible for their own travel costs and team uniform.
- NZIHA are unable to commit to any financial contribution to costs.
- Agree to stay in team accommodation, may be shared with other adult team officials or a family member.
- Experience in managing and/or supervising groups of young adults.
- Driving in the USA is not a pre-requisite
- You will need to allow for a daily meal cost.
- A commitment to working with the team coach, working as part of the management team, and under the direction of the Chef de Mission and or NZ Team Group Manager.
- Sign a Team Official Agreement.
- Note: Only three officials are allowed on the player's bench during games. (For NZ teams it is expected these people will be Coach, Assistant Coach and Team Manager)
- Supervisory "staff" are also required for off rink supervision and activities.

Please complete the details on this form:-

Name _____ **Mobile:** _____

Email _____ **Tel:** _____

Associated with _____ **in the** _____ **team.**

Please list the team(s) you are willing to work with: _____

Polo Size: _____ (Cost \$75 for 2 with embroidery)

Airfare: \$2203, Accommodation July 5th – July 22, Approx: \$1500

Note: Polo's are compulsory. You will also require a pair of plain black dress shorts or trousers to be worn as part of the travel uniform.

All official ceremonies require the wearing of polo and BLACK pants/ shorts.

Position applied for: **Team Manager **Team Official** **Supervision****

A Brief description of previous experience as a team official: Use another page if needed

Signed _____ Date _____

NZIHA Aim:

To provide the best possible experience for all participants.

Summary of Duties

- Provide a communication link between NZIHA, Management and Coaches
- Collection of relevant information for each team member including medical information, travel details, parent contact lists etc. Templates can be provided.
- Ensure details of all practice and game schedules are advised to players (once known)
- Remind players to check equipment and ensure availability at each practice and game.
- Seek team input on “sightseeing “ options and investigate options and costs
- Be mindful that not all players will have access to excess funds for “team” activity
- Seek/ investigate options for meals while in USA. Teams will need to dine together. Due to scheduling it is not possible to pre-book or pay for meals
- Excess baggage issues are expected to be an issue. Players will need to be reminded of these costs.
- Organise team fundraising if possible.
- Team Manager is responsible for confirming names on scoresheets, starting line ups etc need to be notified prior to each game. Consult with coach for names
- Maintain team documentation, keep copies or record flight and passport information
- Report any discipline breaches to coach and NZ Team Group Manager.
- Ensure that you are familiar with all requirements expected of a NZ team Official.
- **Alcohol protocol:** *New Zealand Inline Hockey Association recommends that team members adhere to strict guidelines regarding the responsible consumption of alcohol when on assignment and representing New Zealand at international events. Generally, alcohol should not be available nor be consumed at a sporting event on the day of competition or when the event runs over several days. Responsible consumption of alcohol should apply to any alcohol to be consumed after the competition has concluded and this is in agreement with team protocols. All team members and officials being must ensure appropriate practices are followed.*

Please feel free to ask for a draft copy of the Team Official's Agreement before submitting your application. This can be emailed in PDF format.