



Wrestling Australia Inc

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POSITION DESCRIPTION- Wrestling Australia Assistant High Performance and Development Manager

General	The purpose of this position is to ensure that a National High Performance and Development Program is developed and maintained in consultation with the National Coach (es) and the National High Performance and Development Committee. It should be noted that the scope is not only High Performance, but also development towards high performance.
Prerequisite	<ul style="list-style-type: none"> • Current member of Wrestling Australia • Current National Police Check
Term of appointment	One Year
Responsibilities	<p>High Performance and Development Manager responsibilities include:</p> <ul style="list-style-type: none"> • Identification of promising high performance athletes • Assist Cadet and Junior Wrestlers leading up to tours on what to expect and how prepare for the tour • Develop a post-section process for wrestlers that are not selected and help them to remain motivated to be involved in wrestling • In consultation with the National Coach (es) and the HPDC, develop a National High Performance and Development Program. • In consultation with the National Coach (es) and the HPDC, develop a budget for the National High Performance and Development Program (NHPD Program). • Coordinate monthly meetings with the HPDC. • Manage the implementation of the HPD Program. • Provide regular (at least quarterly) updates to the Board of WAI regarding the NHPD Program, or as requested by the Board of WAI. • In consultation with the National Coach (es) and the HPDC, conduct regular reviews (at least annually) of the effectiveness of the HPD Program. • To the extent decided from time to time by the Board of WAI, act as the liaison for WAI on High Performance and Development matters with key stakeholders such

	<p>as the Australian Sports Commission, the Australian Commonwealth Games Association and the Australian Olympic Committee.</p>
Relationship	<ul style="list-style-type: none"> • The Assistant High Performance and Development Manager (HPDM) is the link between the Board of WAI and the National High Performance and Development Committee (HPDC).
Delegation	<ul style="list-style-type: none"> • This position has no delegated authority. All recommendations (in consultation with the National Coach (es) and the HPDC) must be put to the Board of WAI for resolution.
Remuneration	<ul style="list-style-type: none"> • This is a volunteer position with no remuneration. Related expenses for travel and accommodation will be covered by WAI, subject to the prior approval of the Board of WAI in each instance.
Special Skills	<ul style="list-style-type: none"> • Appropriate qualifications and experience • Strong and effective leadership skills • Ability to work as part of a cohesive team • Strong writing ability • Outstanding organisational skills, excellent communication and interpersonal skills. • Ability to manage unpredictable demands in a professional and courteous manner. • Ability to work to a budget and accurately forecast financial outcomes. • Ability to manage records, information and databases (as required).