



TBNZ Coaching Committee Manager Job Description

Appointed by: TBNZ Chief Executive Officer

Liases with :

- TBNZ Junior Youth Development Manager
- Membership
- TBNZ Education Manager
- Sponsor Centre Managers/Proprietors
- Accredited TBNZ coaches
- Tenpin Bowling Australia (TBA)

Responsibilities

1. Coordinate information to and continuing education of TBNZ Coaches
2. Management of Bowl Patrol programme.
 - a. Oversee Lane Ranger training Programmes
 - b. Ensure Lane Rangers and Parent helpers complete training and register.
 - c. Adhere to Play by the Rules Child Protection Programme.
 - d. Track attendance numbers and conversions into leagues.
 - e. Adhere to TBNZ Policies for Child protection.
3. Oversees and manages coach accreditation, (Level 1 , Bronze etc)
 - a. Maintains Coaches register and ensure website updated.
 - b. Setting up and maintaining a coaching mentoring system.
 - c. Organises Coaches discussion forums online or in person meetings.
4. Attends TBNZ Management meeting providing monthly reports on:
 - a. Bowl Patrol updates.
 - b. Coaches in training.
 - c. Planning and progress of Coaches forums.
 - d. Provide quotes for costs where funding applications are to be made.