

## Role Summary & Terms

**Job title:** Clubs and Schools Lead

**Summary:** The Schools and Clubs Lead is responsible for developing grassroots netball in Switzerland via the establishment of new clubs and introduction of netball into schools.

### Key tasks

- Develop and own a Schools and new Clubs programme
- Establish a 'new club' package to aid interested parties including funding options
- Establish an 'in school' package including funding equipment and supplies and training staff/coaches
- Coordinate netball vacation programs
- Join sport exhibition days to showcase netball via demonstrations
- Report key progress indicators to the Growth lead on a regular basis

### Qualifications/ skills

- Fluent in English and a national language (French, German or Italian)
- Knowledge of netball either as a player, coach or umpire
- The ability to plan, prepare and implement a well-structured and progressive annual programme
- Excellent administration skills and people skills with experience collaborating in a diverse and dynamic team
- Able to apply reflective practice to seek continuous improvement
- Prior experience of working in a non-profit organisation is a plus

### Time commitment

Virtual attendance at monthly operational meetings per year and the AGA. In addition, (in person) attendance at such other Swiss Netball events as may be required to represent Swiss Netball.

Approximate time required per week: Minimum 2-4 hours.

The position is for a 2-year period.

### Key relationships

Growth



Coaching Lead

Officiating Lead

National Squad Liaison

President

Finance Director

Operations

Marketing & Communications

Membership Liaison

General Secretary

Gemeinde / Communes

Local and international Schools