

## POSITION DESCRIPTION – Rugby Manager

<b>ORGANISATION:</b> Brothers Rugby Club	<b>POSITION TITLE:</b> Rugby Manager	<b>DATE:</b> 9 January 2021
<b>RESPONSIBLE FOR:</b>		<b>REPORTS TO:</b> Chief Executive Officer, Sporting Sub Committee Chair
<b>KEY RESULT AREAS/OBJECTIVES</b> <ol style="list-style-type: none"> <li>1. To plan, deliver and review performance initiatives for the senior rugby program that contribute to ensuring Brothers Rugby Club remain a competitive club in the QLD Premier Rugby competitions.</li> <li>2. To assist with the enhancement and management of internal and external development pathways for players, coaches, managers and rugby related staff within the senior rugby programs.</li> <li>3. Provide strategic support and alignment to all rugby programs within Brothers Rugby Club.</li> <li>4. To improve the rugby experience for all associated with Brothers Rugby Club.</li> <li>5. To make a positive contribution to the community, club culture and long-term sustainability of Brothers Rugby Club</li> </ol>		
<b>ANCILLIARY ROLES &amp; RESPONSIBILITIES</b> <p><b>Performance</b></p> <ul style="list-style-type: none"> <li>• Coordinate the implementation of the club aligned playing philosophy for all senior programs including the development/education of coaches and managers.</li> <li>• Implement reviews/reports and development plans for all performance programs and staff, key coaches and managers.</li> <li>• Provide support and leadership to all representative players by providing clear internal and external rugby pathways.</li> <li>• Oversee the Women’s XV team to ensure alignment of program with club philosophy</li> <li>• Oversee the Club Strength and Conditioning Program and staff</li> <li>• Manage the behavior standards of all rugby participants align with The Brothers Way and contribute to a strong community culture.</li> <li>• Coordinate the recruitment and retention of all coaches &amp; management for the senior program</li> <li>• Coordinate the Player Leadership Program</li> </ul> <p><b>Recruitment/Retention Program</b></p> <ul style="list-style-type: none"> <li>• Coordinate the recruitment and retention of players into the colts and senior rugby programs</li> <li>• Facilitate the coordination of the recruitment and retention committee.</li> <li>• Maintain the clubs 3 year player depth chart</li> <li>• Track recruitment networks and the potential opportunities</li> <li>• Develop and maintain links with schools, clubs and colleges throughout Queensland.</li> </ul> <p><b>Administration</b></p> <ul style="list-style-type: none"> <li>• Coordinate the weekly off field preparation of Senior teams for competition including but not limited to Selections, Laundry etc</li> <li>• Coordinate the clubs Mental Health Program.</li> <li>• Coordinate clubs finals preparation including eligibility tracking</li> <li>• Coordinate with QRU any Judicial matters, player clearances, insurance claims</li> </ul>		



- Coordinate match day program development

**Match Management**

- Coordinate Match Day Management on all Senior home games
- Liaise with Operations Manager and CEO home match event and function setup and pack down

**Elite Development Program**

- Work closely with the EDP Performance Manager to ensure the Rohrig Elite Development Program is of a high standard and achieving outcomes.

**Alignment of all Rugby Programs**

- Work closely with the CEO to align programs and pathways.
- Work with rugby staff and volunteers to plan and implement a structured rugby program including preseason, in season and review.
- Coordinate the senior integration program with junior’s rugby program.
- Liaise with the other club’s rugby staff, BJRU, QRU and ARU.
- Other duties as required by the CEO of Brothers Rugby

**ORGANISATION VALUES**

RESPECTFUL – Of each other and our community  
 DYNAMIC – In our thinking attitudes and actions  
 SELFLESS – The club comes first  
 TRUSTING – Trust each other to achieve our vision and purpose  
 RELENTLESS – Continually searching for a better way

**KNOWLEDGE / EXPERIENCE**

- Experience within rugby and sporting organizations/programs.
- Demonstrate ability to be able to plan, design, implement and review rugby programs in alignment with the club's values and philosophy
- Minimum ARU Coaching Level 2
- Excellent rugby knowledge

**PERSONAL ATTRIBUTES**

- Demonstrated ability to manage players, staff and volunteers
- Ability to build strong relationships with stakeholders.
- Effective communication skills
- Sound understanding of computer programs

**POLICIES**

Workplace Health & Safety, Social Media Policy, Brothers Way, Blue Card, BRC Operations Policies, Rugby AU Accreditations

**POSITION SCOPE / ENTITLEMENTS**

Fulltime - hours per week  
 Weekend work required  
 Reimbursement of Phone & reasonable travel expenses  
 Access to BRC Laptop  
 Leave entitlements as per award

