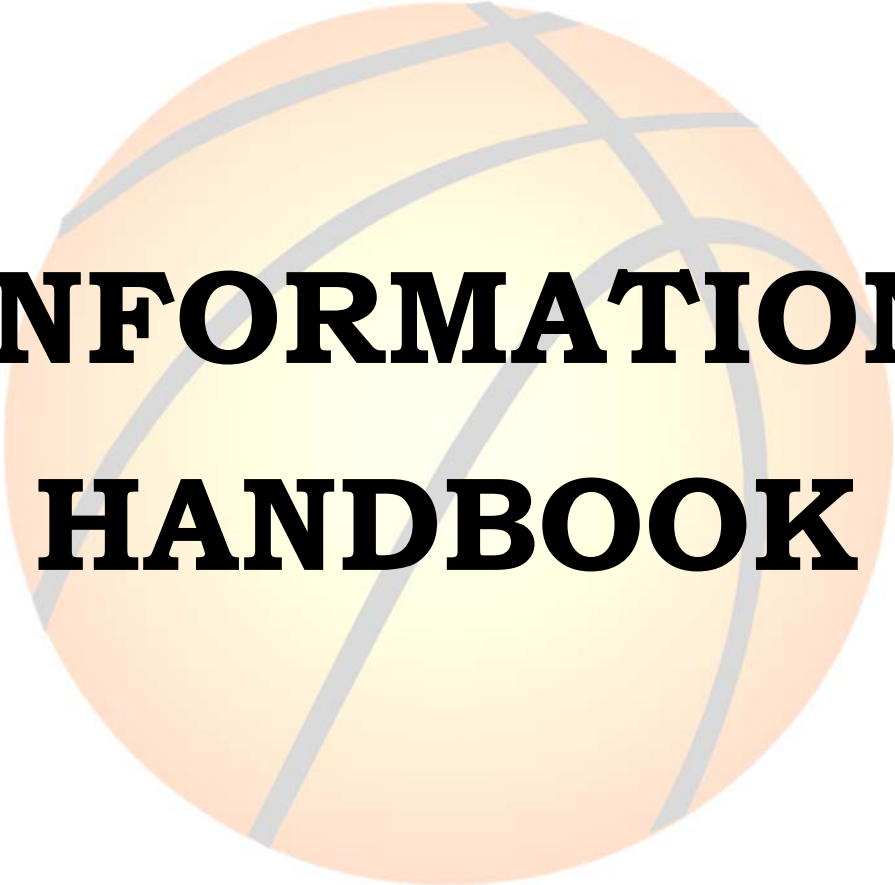


MJBC

A large, semi-transparent graphic of a basketball is centered in the background. It has a yellow-to-orange gradient and grey lines representing the seams.

INFORMATION HANDBOOK

Last update June 2018



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1. CONTACT INFORMATION

Mazenod Junior Basketball Club

c/- Mazenod College
55 Gladys Road
Lesmurdie WA 6076

Email: bball@mazenod.wa.edu.au

Website: <https://www.mazenod.wa.edu.au/our-community/basketball-club>

2. WELCOME FROM THE PRESIDENT

Welcome to the Mazenod Junior Basketball Club, to all our returning players and families, and to all our new players and families who will be joining us.

We are looking forward to a fantastic season and building on the success of last season where we had record numbers and some fantastic results.

We are also working hard to create an engaging, resourceful and enthusiastic coaching team that will provide our players the best possible start to their basketball careers and ensure that their time spent at MJBC is positive, caring and most of all fun and enjoyable.

Our goal is to ensure that the Club provides an environment that concentrates on player development above winning or losing, where all members are encouraged, and participation, respect and above all good values are the foundation of their basketball journey.

I encourage all members to be as involved as you possibly can in the experience, to work hard at training, play hard on the field, make friends, help out where you can and take as much as you possibly can away from this season.

This Information Handbook has been developed with the intention of creating a single point of reference for parents, MJBC members and Committee members. Your contributions to its improvement are welcomed.

I look forward to meeting you all and to another fun and enjoyable season of basketball.

Michael Davey
PRESIDENT



3. HISTORY OF THE CLUB

Mazenod Junior Basketball Club (MJBC) is a community club for Mazenod students which offers inclusive programs and teams for all ages in Mazenod College, starting from Year 7 through to Year 12.

In Season 1 of 2016, the club had 23 teams and 188 active players who resided in Kalamunda and surrounding districts including High Wycombe, Maida Vale, Forrestfield, Pickering Brook, Gooseberry Hill, Lesmurdie and Wattle Grove to name a few, in addition to our many players boarding at the College, who's homes are from right across our great state of WA.

Season 1 of 2019 had compounding enrolments with a total of 290 players ranging from 12 to 17 years of age, forming 37 teams.

MJBC teams compete in the Kalamunda Districts Basketball Association (KDBA) domestic competition held at Ray Owen Sports Centre in Lesmurdie.

There are two seasons each year:

1. Season 1 – Terms 1 & 2
2. Season 2 – Terms 3 & 4

MJBC has enjoyed many successes with teams competing in finals series and winning numerous premierships. Our most recent successes have been:

- 2016 Season 2: 45% of MJBC teams made the semi finals
- 2017 Season 1: 62% of MJBC teams made the semi finals with 4 teams winning their grand finals
- 2017 Season 2: 69% of MJBC teams made the semi finals with 5 teams winning their grand finals



3. COMMITTEE

If you have any concerns or queries, please direct them in the first instance to your player's coach or team manager. Subsequently, please feel free to contact the appropriate member of the MJBC Committee.

President:	bball.president@mazenod.wa.edu.au
Registrar:	bball.registrar@mazenod.wa.edu.au
Treasurer:	bball.treasurer@mazenod.wa.edu.au
Secretary:	bball.secretary@mazenod.wa.edu.au
Newsletter & Yearbook:	bball.comms@mazenod.wa.edu.au
Uniforms:	bball.property@mazenod.wa.edu.au
Equipment:	bball.equip@mazenod.wa.edu.au
Events:	bball.events@mazenod.wa.edu.au
Newsletter & Yearbook:	bball.comms@mazenod.wa.edu.au
Specialist for Coaches & Team Managers:	bball.sme@mazenod.wa.edu.au
Mazenod Sports Coordinator:	mason.chris@mazenod.wa.edu.au
Committee Distribution List:	bball@mazenod.wa.edu.au
Coaches & Managers Dist List:	bball.coaches.managers@mazenod.wa.edu.au

All College engagements are channelled through the Mazenod Sports Coordinator.

Committee records are maintained on a secure SharePoint page
<http://web.mazenod.wa.edu.au/community/sporting-clubs/basketball/>

The AGM is held in November of each year. Committee positions become available for nominations and are advertised via the College newsletter for interested candidates at least 7 days prior to the scheduled AGM. All received nominations are tabled at the AGM, where standing Committee members vote, majority rule, and submissions made to the College Leadership Team for ratification. The AGM shall set the fees and priorities for the coming two seasons of the calendar year.

All purchases / invoices paid by the Committee over \$50 must have approval of at least 3 Committee members, besides the Treasurer.

- MJBC hold financial accounts with Bankwest:
1. Transaction account BSB 306-088 A/C 198227
 2. Savings account BSB 302-162 A/C 1188279



4. TEAMS

Team preferred structure shall be comprised as follows:

- Minimum x 5 day boys per team
- Maximum x 3 boarders per team
- Aim for maximum x 8 players per team
- Must have adult Team Manager
- Must have a Coach

Due to the frequency of Boarders Long Weekends, we no longer have 'all-boarder' teams. Also, KDBA prescribe that only 3 WABL players are allowed per team, where they are playing in their WABL age group in club division; if they play up an age group in the club division WABL player numbers are not limited.

A player may register to play in two MJBC teams, eg. U17/2 and U19/3, however, they will be required to pay both full registration fees.

In the event a Year 7 or 8 team requires additional players to fill their team please refer to Appendix A – Team Selection Policy 3. U15's Last Resort Rule.

Age Groups

Playing age groups are dependent upon a child's year of birth. This is a KDBA Policy. For all new players to MJBC, the following years play together:

- Years 7 & 8
- Years 9 & 10
- Years 11 & 12

Team Selection

Players may list on their registration form who their friends are, which helps Committee in allocating teams, however, existing players reregistering with the same team before the closing date will have their requests considered first, then the first received registrations will have their requests considered. Teams are at the discretion of the Mazenod Junior Basketball Committee. Whilst the Committee will endeavour to place boys in their requested teams – this is not always possible. Once players have been allocated to a team, there will be no movement of players without the consent of the Committee. Lack of numbers may result in a team folding, with its players to be amalgamated into other teams.

Team Name Selections

Team names shall commence with Mazza and then be made up of selected NBL and NBA basketball competition names ie. Mazza Kings, Mazza Wildcats, Mazza Spurs and Mazza Warriors. The same team name can only be used where there are two full year groups in between ie. Year 8 and Year 11 may each have a Mazza Wildcats team name.

[Please refer to Appendix A – Team Selection Policy](#)



6. CODE OF CONDUCT

Players

1. Play by the rules.
2. Never argue with an official.
3. Control your temper. Violence and bad language are unacceptable.
4. Be a good sport. Be a fair winner and a good loser.
5. Be a responsible team member:
 - a. Attend and be on time to training and games.
 - b. Encourage and help all players.
6. Listen and pay attention to your coach.
7. Co-operate with your team mates, working hard for both yourself and your team.
8. **Any breach of the Code of Conduct may result in disciplinary action within the College and/or cancellation of your registration.**

Parents and Supporters

1. Teach and encourage players to abide by the rules and cooperate.
2. Remember that young people are involved in sport for their enjoyment, not yours
3. Focus on the players' willingness to play, effort and performance.
4. Sportsmanship applies to coaches, players AND those sitting on the sidelines.
5. Show respect for your team's opponents. Applaud all good players.
6. Accept the referee's decision as being fair and called to the best of their ability. Never argue with an official. Refer concerns to the Team Manager.
7. Recognise the value of coaches and referees. They are all volunteers and deserve your appreciation.
8. Bad, derogatory or offensive language or violent behaviour is unacceptable at all times.
9. **Any breach of the Code of Conduct may result in the cancellation of player's registration.**

7. RULES

Parents have an important role in the delivery and support of sporting activities for their own and other children. Basketball Network has provided the following guidelines for parents to observe as follows:

Our teams are catered for kids in Years 7-12 (ages 12-18). Rules are a set of modified rules which apply to kids. The emphasis for these groups is on fun and participation by all. The competition is primarily against other teams in the Kalamunda Districts Basketball Association.

<http://kalamundabasketball.com.au/about-us/policies/>



8. COACHES

All teams require a Coach. No experience is required although it is useful. We have former and current students as well as Mums and Dads coaching our teams. Teams with student coaches must have ADULT supervision during training and games. Any communication with student coaches shall be made via their parents or the boarding house as per College Policy.

Coaches should refer to the College MJBC website for resources.

[Please refer to Appendix B - Coach Position Description](#)

9. TEAM MANAGERS (PARENTS & VOLUNTEERS)

All teams require an ADULT to manage them. It is not acceptable for teams to play without adult supervision or support during training and games. Your Team Manager will email out a roster with times and dates of games and parents duties at the start of the season. The Team Manager plays a very important role and it is encouraged that all others within the team offer their support to these volunteers throughout the season. One of the major roles of the Team Manager is to allocate volunteer officials each week as follows:

- Scorer
- Training Supervision

Team Managers should refer to the College MJBC website for resources.

[Please refer to Appendix C - Team Manager Position Description](#)

11. TRAINING

To be planned and organised for each team individually between the Coach, Team Manager and Parents. Mazenod College Gym and Outdoor court bookings are made through the Mazenod Sports Coordinator as listed above in Section [3](#). The gym has limited availability. College events will take priority over training bookings for the gym and some training sessions may be required to move as a result.

Training Gear

Players need:

- Sneakers and comfortable clothing.
- Mouthguards are recommended.
- Bring along a water bottle – water fountain is accessible.
- Sunscreen for outdoor courts in warmer months.

Kit Bags, when available, supplied with:

- 2 Basketballs
- 10 Soft cones
- 1 Whiteboard
- 1 Whistle



Any lost or damaged items at the end of each Season will be replaced at the teams expense. Basketballs will only be replaced every 4 seasons. Kit bags shall be returned to the Committee at the end of season 2 each year. The Committee maintain a secure storage area above the stage at the College gym.

Weather

Training will only be cancelled due to bad weather at the Coach's discretion, and if training should be cancelled the Team Manager will notify the team. Inadequate lighting and inclement weather require cancellation of outdoor court training.

12. UNIFORMS

Year 7s

Year 7 students must purchase Club shorts and MJBC shall provide Club playing singlets on loan, which should be returned to your Team Manager at the end of the season. Unreturned loan singlets incur a \$60 replacement fee payable by the registered parent / guardian contact.

Year 8 - 12

Years 8-12 must purchase uniforms at a cost of *\$90, (\$55 singlet; \$35 shorts) which are supplied at cost to you, payment will be processed during your online registration. Orders are submitted in bulk (minimum x 10) to the supplier and take approximately 5 weeks to deliver. A new style 'Loan singlet' will be provided to those awaiting arrival of their recent order, pending availability of stock. Team Managers collect and distribute to players.

*current as at time of print

13. FIXTURES

Please refer to the Kalamunda Districts Basketball Association webpage for current fixtures [Kalamunda Basketball - Fixtures](#)

Seasons

Season 1 is played over Terms 1 & 2 (Feb to June)

Season 2 is played over Terms 3 & 4 (July to Dec)

Season 1 Round 1 typically commences in Week 3 of Term 1.

Season 2 Round 1 typically commences in Week 1 of Term 3.

Be sure to check on the day, as changes are often made during the first 5 Rounds. The Committee inform KDBA of College events clashing with game fixtures and request teams be scheduled to play Mazza vs Mazza, to avoid forfeit, for example:

- Year 7 Camp
- Year 9 Rite Journey
- Year 12 Social



Nights played

Year 7-10 games are played on Thursdays.

nb younger U13 boys' teams may be created and they play on Wednesdays

Year 11-12 games are played on Wednesdays.

KDBA typically fixture games based on younger age groups and lower divisions having earlier time slots and older higher divisions having the later time slots.

KDBA charge a game fee to each player upon their arrival at the stadium which is used for referee wages. This game fee is \$8* per player, per game.

Location

All games are played at Ray Owen Indoor Basketball Stadium, Gladys Road, Lesmurdie, which is walking distance from Mazenod College.

Please be at the stadium at least 15 minutes before the game is due to start. This allows time to warm up and the Coach to allocate playing positions. Please refer to your Coaches / Team Managers advice on arrival game times as each team is different.

Forfeits

Forfeits must be avoided as they incur financial penalty, where KDBA charge MJBC.

KDBA affords each team 1 free forfeit per season for a College scheduled event eg. Year 9 social. MJBC do not carry funds to accommodate costs of forfeits and recovery of forfeit fines maybe imposed on teams involved.

Teams are required to have a minimum of 4 players to take the court. A fifth ticket must be purchased and the committee will reimburse the cost, on application.

To avoid costly last minute fines up to \$50 for regular season, teams are encouraged not to forfeit and should source additional players from younger age groups. Players are not eligible to play across Divisions within the same age group.

Team Managers - What to do if your team needs to forfeit?

A forfeit is when your team is unable to provide a minimum of 4 players on the court for a scheduled game.

If your team needs to forfeit, then the Club needs to pay a fine to KDBA based on the amount of notice as follows:

- | | | |
|------|-----------------------------|-------|
| i. | More than One Week's Notice | \$20 |
| ii. | More than 24 hrs notice | \$30 |
| iii. | Less than 24 hours notice | \$50 |
| iv. | No Notice | \$100 |

If your team needs to forfeit, please do the following:



1. Discuss with the coach and team whether they will play with 4 players and the club will reimburse the game ticket for a 5th player (upon application) to avoid a fine for the forfeit.
2. Contact to Club President by email bball.president@mazenod.wa.edu.au to see if there is another player that can 'play up' to avoid having to pay the forfeit.
3. If none of the above are possible, send an email with the date of the forfeit, the Mazenod team name and opposing team to the following email addresses:
competition.manager@kalamundabasketball.com.au
bball.president@mazenod.edu.wa.au
E.g. "The U15/3 Mazza Breakers will need to forfeit their game this Wednesday (28/2/18) against Swan Comets at 5.20pm"

Please refer to Appendix A – Team Selection Policy

14. PLAYER REGISTRATION

Registration fees are due when you officially register online, therefore player registration is not finalised until fees are paid in full. Due to College insurance policy requirements, players cannot play until registration is finalised. Registrations are required prior to Week 1 of the school year for Season 1 and prior to the end of Term 2 for Season 2.

Remember that it is important to provide your current email address when registering to ensure that you receive all club communications. If you have multiple addresses, please advise the MJBC Registrar to add to our member distribution list.

For new players, you will need to contact our Registrar. If transferring in from another club please complete the Associations **Player Clearance Form**. Importantly, you will require the Registrar from your previous club to sign the clearance form and return via email to our registrar at bball.registrar@mazenod.wa.edu.au.

Please refer to Appendix D – MJBC Registrations & Payments using SportsTG

Please refer to Appendix E – MJBC Registrations & Payments using Manual Form

15. TEAM REGISTRATION

Team Registrations with KDBA close for Season 1 typically Week 1 of Term 1 and Season 2 the 1st week of mid year school holidays. MJBC aim to submit team nominations to KDBA no less than 10 days prior to Round 1.



16. REGISTRATION FEE STRUCTURE

As at Season 1, 2018 fees are \$85 per season per player which covers registration and an annual Club Day. In addition, a KDBA match fee of \$8, paid at Ray Owen each game night. A player may register to two teams, eg. U17/2 and U19/3, however, they will be required to pay both full player registration fees.

No pay = No play

Method of Payment

Fees are payable as follows:

- Credit Card / EFT via online registration SportsTG
- Kidsport Voucher detailed below

Kidsport Voucher Payments

MJBC are not an Incorporated Club and therefore are not eligible to receipt KidSport payments.

If you are experiencing any difficulties in paying your fees, please email our Treasurer bball.treasurer@mazenod.wa.edu.au immediately to make alternate arrangements.

Hardship options are assessed on a case-by-case basis at the discretion of the MJBC Executive Committee, pending available funds or sponsorship contributions.

Refunds

Refunds of fees are considered on a case-by-case basis as it is dependent on the circumstances of the request. Depending on the amount of games already played in the season, the club will refund a percentage of the registration fees. The amount will be decided upon at the discretion of the Executive Committee. There may be no refunds available after 3 Rounds. If you wish to apply for a refund, please email the club Treasurer at bball.treasurer@mazenod.wa.edu.au.

Late Registrations

Any player who registers at MJBC after the commencement of the season may be charged a pro rata of the normal registration fee after Round 3.

17. MEDICAL & INSURANCE

Injury

All basketball related injuries incurred at training and games regardless of location must be reported immediately to the Mazenod Sports Coordinator for college records. All registered players at MJBC are covered by the school insurance policy.

Other

MJBC are fully covered under Basketball Western Australia's national policy for its members.



Cover of these activities include competition, training, social functions, committee meetings, fundraising activities and travel to and from these activities.

This program incorporates six covers;

1. Personal Accident
2. Public & Products Liability
3. Professional Indemnity
4. Group Travel
5. Management Liability (Directors & Officers Liability)
6. Cyber Liability

Policy documents may be downloaded from here:

<http://www.vinsurancegroup.com/basketball/document-download.html>

First Aid

KDBA volunteer first aiders are available during games.

Ice packs are in the freezer of the First Aid room at Ray Owen.

Mouthguards

In line with official Basketball Network recommendations the use of mouthguards at MJBC is recommended for all our players in the prevention of dental and facial injuries. Custom fitted mouth guards are highly recommended at MJBC for our players. "Boil and bite" type mouthguards are not recommended as they can dislodge during play and block the airways.

18. COMMUNICATIONS

Website

MJBC have a club page on the College webpage which is updated on an annual basis. The website is a comprehensive source of information to keep you well informed and updated on what is happening within and around the club.

<http://web.mazenod.wa.edu.au/community/sporting-clubs/basketball/>

Newsletter

Each week throughout the season, the Club contributes to the College email newsletter. It contains up to date information about the week's games and future events. All sponsor information etc. It is essential reading each week for players, parents and supporters.

Yearbook

MJBC contributed to the College Yearbook from 2016. This highlights events and teams of the season. The Yearbook will be available toward the end of season 2 each year. It contains team photos and the MJBC President's summary of achievements.



19. CLUB SPONSORSHIP

Mazenod Junior Basketball Club is currently offering sponsorship opportunities to local businesses seeking to demonstrate their commitment to healthy and active lifestyles in our youth.

2018 Season 1, Mazenod College had 36 teams (273 students) from Years 7 to 12 competing in the domestic league, making basketball the most popular sports across the schools broad program.

If you would like to support MJBC in developing the next generation of basketball superstars, please register your interest via bball@mazenod.wa.edu.au

Your investment will assist MJBC to secure equipment, uniforms and other related items that are needed to service the teams.

Sponsorship marketing options include, but are not limited to, Company branding of: training basketballs; Coaches Shirts; Committee member shirts; Equipment Kit Bags; Water bottles; Trophies; Premiership caps; logo in the Newsletter; logo on the website; logo banner at Club Day etc.

A summary of options is provided in the table below.

#	Item	Description	Unit cost	Total Cost
1	Training balls	Indoor/outdoor. Replace used stock, as required (40 per year) <i>Can add logo to the balls, as sponsor.</i> Balls last ~2 years (x4 seasons)	\$90 ea	\$3,600 (for 40, per year)
2	Training kit bags	Mazza sports bag, 2x balls, clipboard, whiteboard, whistles, training cones. Currently have 31 bags, but 36 teams Kit lasts ~5 years (x10 seasons) Balls last ~2 years (x4 seasons)	\$300 ea	\$1,500 (for 5 bags)
3	Development Clinics	Coaching clinics for student coaches and parents new to the sport. <i>Skills development training for players (272 players)</i> Required every Term	\$40 ea	\$1,200 (1 clinic of 30 places)
4	Game uniforms	Loan singlets (free issue) to all year 7's and new players. <i>Can add logo to the singlets, as sponsor.</i> Singlets last ~5 years (x10 seasons)	\$60 ea	\$600 (per set of 10)
5	Grand Final winner hats	GF Premier stitch caps <i>Can add logo to the singlets, as sponsor.</i>	\$20 ea	\$200 (per set of 10) \$1,600 (per year)



		5 teams per season, 2 seasons per year, 8 players/team Player to keep as memento		
6	Drink Bottles	Gift to all incoming new players Prizes for use at Club Day	\$5 ea	\$250 (for 50)
7	MJBC Committee or Coach polo shirts	Club and position promotion For brand recognition at College events <i>Can add logo, as sponsor.</i>	\$45 ea	\$450 (for 10)
8	MJBC Banner	Pull up Banner stand For brand recognition at College events <i>Can add logo, as sponsor.</i>	\$200 ea	\$200 (for 1)

20. PHOTOGRAPHS

Team Photos

Team photographs are organised once per year for the yearbook – we anticipate team photos will be taken during the month of May and details will be advised closer to the date (dependant on weather conditions).

Game Day Photos

We encourage parents to take photographs during the season and forward for submission in the Mazenod Newsletter. Photographs may be used in media releases for the information of members or in promotion of the Club or College. If you do not wish for images of your child to appear on websites and in media releases, please advise the MJBC Communications Manager.

Please be mindful and act responsibly when using photographs on your social media platforms ie. Facebook, Instagram etc.

21. TROPHIES & AWARDS

Trophies

KDBA present Grand Finalists their trophies at the end of the game each season.

Awards

Further to this, Term 4 each year, Mazenod hosts a Sportsman's Dinner, where each team receive recognition for their 'Fairest & Best' player for Season 1 of the current year and Season 2 of the preceding calendar year. KDBA provide the list of nominees.

At this dinner, we also present the *Lou Di Nardi Award* to the Club Person of the Year. The Lou Di Nardi Award is named in memory of Lou Di Nardi, who was a long serving volunteer and coach at the Club before he passed away, far too young due to serious illness. Traditionally it



has been awarded to someone involved with the Mazenod Junior Basketball Club who has made an outstanding contribution to the basketball community in the year of nomination. It can be a long serving coach, administrator, Committee member or team manager. It can be a student coach, a parent/relative or even an old boy who has remained involved with the Club.

22. ANNUAL CLUB DAY

- Featuring: Mazenod Old Boys vs Year 12 MJBC Team
- Competitions - 3 Point, Free Throw & Vertical Leap
- Free Hot Dog & Drink for Players and families
- Bungee Sprint, Slam Dunk & Fly on the Wall
- Prizes, Merchandise, Season Passes, Presentations and Awards
- Special Guests, such as from the Eastern Suns SBL, Perth Lynx and Perth Wildcats

23. LIFE PLAYER MEMBERSHIP

In 2017, MJBC introduced the Life Player Membership to recognise players' service to the Club. Life Player Membership is awarded to players who play continuously for the Club starting from Year 7 through to Year 12. This would normally consist of 6 years and 12 seasons of playing basketball at MJBC by a player, depending on when they commenced.

MJBC Life Player Eligibility

- The player will have played all his junior basketball at MJBC to be eligible.
- The player will have played a minimum of 11/12 seasons of basketball at MJBC. Typically, this would be from Year 7 to Year 12 inclusive.
- The player will complete his junior basketball and be eligible by finishing Year 12.
- The MJBC Executive will preside over a player's eligibility if there are special circumstances that cause that to happen.
- The player will be presented with a club lapel pin at the end of the playing season embroidered with "MJBC Life Player".
- The player's name will be added to the MJBC website as a "Life Player".
- The player will be invited back to the MJBC annually to watch a fixture game and celebrate with other life and past players.

Appendix A – Team Selection Policy

June 2017, set Team Selection Policy (in part):

MJBC is a Community Club, for Mazenod College students.

1. Grading (usually Rounds 1-3) (per KDBA rules):
 1. No movement restriction – player can change teams and divisions
 1. Cannot play more than 1 game per Round per age group (eg U17's).
2. Regular Season (usually Rounds 4-15):
 1. Can play only 1 game per Round, per age group.
 1. Cannot move between teams in same age group, even if different Divisions (eg U17/div4 cannot play U17/div1).
 2. If a player is added courtside repeatedly, they are not Registered to that Team and must be added to be recognised as a Mazenod student member of that Team.
3. U15's Last Resort rule:
 1. If a team experiences multiple 'mercy rule' losses and cannot make Finals; is losing players from the team (injury or quitting); is at risk and likelihood of forfeit or mercy rule loss when they have 4 or less players; cannot field a team of 5; they may play a Y6 (who's enrolled in Mazenod for Y7) – no insurance cover – liability waiver required.
 1. Y6(s) can only play if the team has 4 or fewer players, and no more than 5 players for the team are permitted on the Score Sheet for that Round.
 2. Y6(s) are not eligible to play Finals, unless they have met the KDBA 1/3 rule and that team requires the Y6(s) to make up a team of 5.
4. Finals:
 1. KDBA rules apply (eg 1/3 rule)
 2. Players who have left a team during the season and are removed/delisted from the team sheet are ineligible to play Finals.
 3. Repeat: Y6(s) are not eligible to play Finals, unless they have met the KDBA 1/3 rule and that team requires the Y6(s) to make up a team of 5.
5. Override
 1. MJBC Committee reserves the right to consider each case on its merits and award concessions to these Policies.

Appendix B – Coach Position Description



MAZENOD COLLEGE

*Conducted by the Oblates of Mary Immaculate
'Learn what you are in the eyes of God'*

Basketball Club

Coach

Objective

- To provide the highest standard of coaching and development to the players of the appointed grade of competition
- Lead and mentor players for the enjoyment of the game, encouraging participating and Club growth

Responsibilities

- Coach in accordance with the College Sporting Code for the conduct of the game for players 12-18 years of age
- Promote the importance of team members adhering to the spirit of the game and College Values, on and off the court
- Promote enjoyment of the game and development of individual skills and team cohesion

Leadership expectations:

- **Be yourself** - Be happy with who you are and believe that is what is necessary to gain the faith of the players. **Trust is earned**, not demanded
- **Leadership is a Lifestyle** – demonstrate integrity (doing the right thing, even when no one is watching). **Positive impact coaching** is expected at all times
- **Be a communicator** – find ways to interact and take the time to **listen** to players and **resolve** issues or requests for help and development
- **Allow others to follow** – lead by **example** and set expectations for mandatory **training attendance** and awareness of consequences for poor behaviours and attitude. **Motivate, don't dictate**
- **Skills development** – focus on the fundamentals, acknowledging that each player has different skills and is at **different stages of growth** and development. Celebrate **team success**
- Develop and establish an appropriate season training program.
 - Train players to learn **drills and skills, not laps**

- Provide game day coaching expertise
- **Plan rotations/subs** – minimum half a game court time per player (pending team numbers)
- Provide **recommendations** to the Basketball Committee on appropriate club support and resources
- Assist with youth **development** outside the Club where possible or appropriate.
- Attend Club **functions** as required

Accountability

- Accountable to the Club Committee

Appendix C – Team Manager Position Description



MAZENOD COLLEGE

*Conducted by the Oblates of Mary Immaculate
'Learn what you are in the eyes of God'*

Basketball Club

Team Manager

Objective

- **Support:** provide administrative support to the Coach and the Mazenod Basketball staff/Committee
 - make sure the required administrative and support arrangements are in place so that Coach and players can concentrate on the game
- **College values:** ensure all behaviours represent the integrity College
- **Incidents:** ensure all off-court basketball matters are dealt with efficiently and in a timely manner

Season start

- **Lists:** from registrations (Committee Registrar), create and maintain a player contact list with:
 - player names (first and surname)
 - singlet number
 - parent/guardian/boarding-house names, email, contact numbers
 - Distribute to Coach, Team Manager, Committee Secretary and Registrar contact details
- **Equipment:** Collect from the Committee (Property and Equipment Manager) uniforms and training balls, documentation etc, and ensure the coach and players are provided with sufficient equipment (as directed by the Committee) for the efficient operation of the team
- **Registrations:** ensure all players are registered with the Mazenod Basketball Club
- **Fixtures:** Promptly advise team of season start date and agreed training details (including making court bookings to train)

During the Season

- **Uniform:** ensure uniform (singlet, shorts and socks) are maintained in good order at all times and have appropriate school logos, player names and numbers attached (where applicable)
 - Ensure 'away' singlet uniform is provided for *Maza vs Maza* games (when applicable)
- **Conduct:** ensure the integrity of the College brand is maintained by enforcing Codes of Conduct (Players, Spectators, Coaches) in accordance with College Sporting Code
- **Fixtures:** Promptly update team players and Coaches of game day fixtures and changes, including division grading impacts (check regularly during until grading is completed)
- **Forfeits:** ensure minimum 5 registered players each game. Each team is afforded 1x free forfeit per season to accommodate conflicting obligations. Forfeits thereafter incur fines.
 - Players may play UP (age group only), not ACROSS (same division or up division of same age)
- **Recognition:** Send (email) game photos and highlight winning games and best players by email to the Committee (Communications Coordinator) for inclusion in Newsletters and Yearbook.



MAZENOD COLLEGE

Conducted by the Oblates of Mary Immaculate
'Learn what you are in the eyes of God'

Basketball Club

Game day responsibilities

Team sheets

- Complete and give to umpire in accordance with competition rules.
 - Full names (first and surname) and singlet uniform number.
- Ensure all players have paid KDBA their game day fee and handed over the receipt card.

Scoring

- Ensure a (competent) person is nominated to keep score each game (excluding finals).

Drinks

- Ensure players have their drinks on hand at all times (parents/guardians to provide drinks).

Player's property

- Ensure players' property is collected prior to each game and safely secured during matches.
 - Players' property (eg school bags) must be stored on shelving or safely out of the way, including from blocking Emergency Exits or restricting thoroughfare.

Transport of gear

- Organise transport of gear to/from matches (where required).

Umpires

- Check with Umpires within 2 minutes of finish of game that there were no reports ("all Clear").
 - Reports: note detail and return to Committee President and advise any player involved that he will be required to attend the tribunal by Committee.

Season end

Uniforms/Property/Equipment

- Return uniforms/property/equipment to College at the end of season (as directed by the Committee).

Celebrations

- Organise team gatherings, in consultation with Coach (optional)
- Awards (if applicable): assist Committee with team awards and distribution thereof.

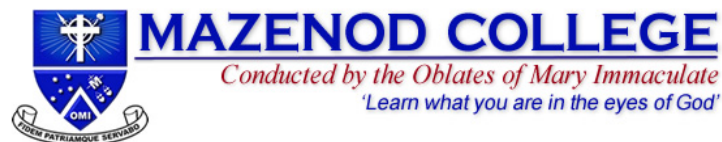
Relationships

- Reports to the Coach
- Supports the Coach(s) as appropriate

Accountability

- The Team Manager is accountable to the Committee Secretary and the Coach of that team which he/she manages

Appendix D – MJBC Registrations & Payments using SportsTG



Mazenod College Junior Basketball Club

MJBC



Player Registration and Payment using SportsTG

QUICK REFERENCE GUIDE FOR PARTICIPANTS

Before you begin:

1. Note that payment (via Credit Card or PoliPay) is compulsory and required at the end of the process or that Registration is not completed and must be started all over again.
2. If you have special circumstances or can't pay on-line, please contact our Registrar directly.
3. Do not use the 'Back' button in your browser

Queries: bball.registrar@mazenod.wa.edu.au

FAQ's: <http://support.sportstg.com/help/registration-faqs-for-participants>

1. Accessing the Registration Form

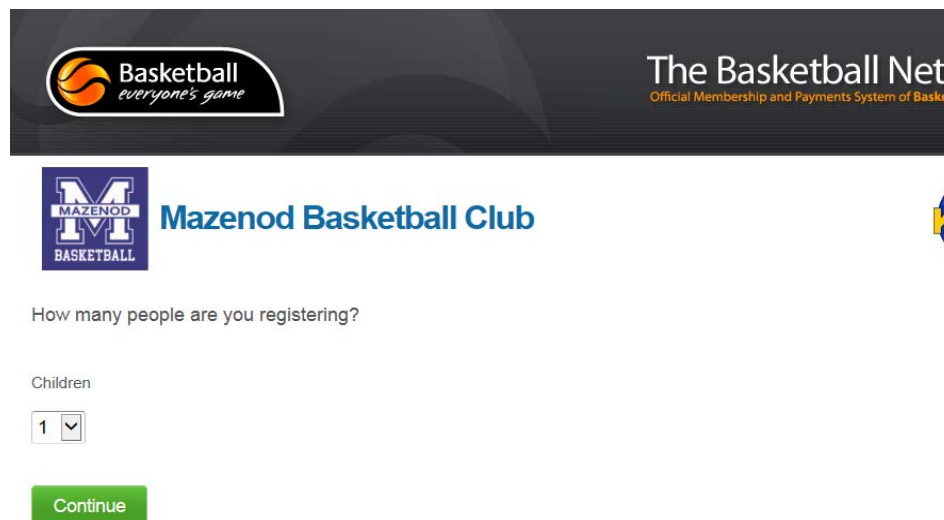
Where do I find the MJBC Registration Form?

Click the SportsTG website link:

[MJBC Registration and Payment](https://membership.sportstg.com/regoform.cgi?alD=6065&pKey=c1645901cfbf959dc4e30207ae84d0f9&cID=51813&formID=54301)

Full URL address shown below:

<https://membership.sportstg.com/regoform.cgi?alD=6065&pKey=c1645901cfbf959dc4e30207ae84d0f9&cID=51813&formID=54301>



The screenshot shows the registration form for the Mazenod Basketball Club. At the top, there is a banner for "Basketball everyone's game" and "The Basketball Network Official Membership and Payments System of Basketball". Below the banner is the Mazenod Basketball Club logo, which consists of a blue square with a white 'M' and 'I' inside, and the words "MAZENOD BASKETBALL" below it. To the right of the logo is the text "Mazenod Basketball Club". Below the logo and text is a question: "How many people are you registering?". Underneath this question is a dropdown menu labeled "Children" with the number "1" selected. At the bottom of the form is a green "Continue" button.

How do I access the MJBC Registration Form?

1. CHOOSE TYPE

A Username and Password is required.

Click on one of the three options:

Returning for another season?

Choose the first or second option:

If you don't know your Username and Password, please select "I would like to request my username and password"

If you are unable to request your Username and Password, this is likely a result of your current email address not matching your email address in our MJBC Membership Database.

Should this occur, please contact our Club Registrar

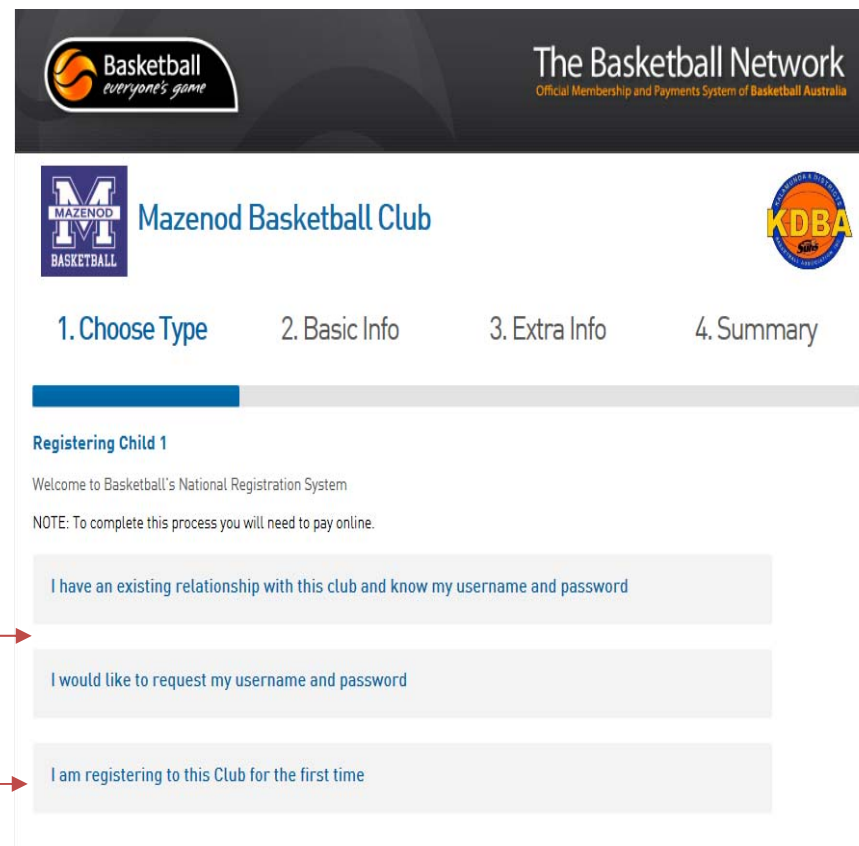
bball.registrar@mazenod.wa.edu.au for them update your details, which will allow you to complete your Registration.

New to the College or to the MJBC?

Choose the last option:

The system is telling me I need a clearance/transfer, what should I do?

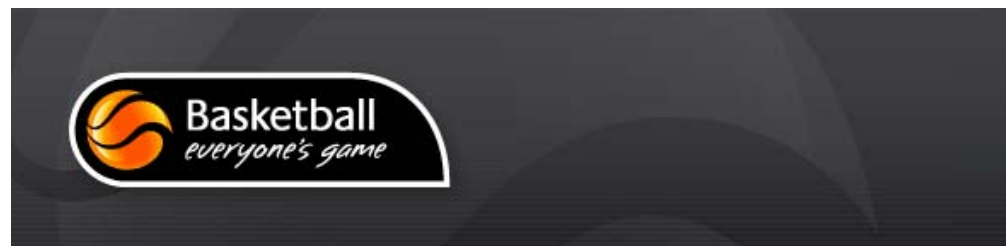
Please contact our Club Registrar bball.registrar@mazenod.wa.edu.au for them to guide you through this process



The screenshot shows the registration interface for the Mazenod Basketball Club. At the top, there are logos for Basketball Australia and The Basketball Network. The club's name and logo are prominently displayed. A progress bar indicates the current step is '1. Choose Type'. Below this, there are three selectable options: 'I have an existing relationship with this club and know my username and password', 'I would like to request my username and password', and 'I am registering to this Club for the first time'. Red arrows from the text on the left point to the first and last options.

2. Filling out the Registration Form

2. Basic Info



Mazenod Basketball Club

Your child's name should appear

Please select the Club record for Co ████████ey that you wish to edit.

Click on our Club name

Club Name

[Mazenod Basketball Club](#)

Complete the basic information and continue

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MAZENOD COLLEGE

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'Learn what you are in the eyes of God'

Why are my details preselected for me?

3. Extra Info

This is your SportsTG profile for administration by the MJBC in the KDBA competition.

Check that the details are correct and update those that may be out of date or in error.

* Denotes compulsory fields.

NOTE: Please do not delete or overwrite the 'CONTACT DETAILS' MJBC Registrar details.

This is preselected in the profile to assign to the player to the Club and so the player does not receive unsolicited communications from KDBA, Basketball WA or SportsTG.

Registering Child 1

Basketball's Online National Registration System

Registering as:

- Player

Participant Details

Salutation

Master

Contact Details

Email

bball.registrar@mazenod.wa.edu.au

Telephone Number
(Home)

Telephone Number
(Mobile)

0439951500

Telephone Number
(Work)

0892916500

Residential Address

* Denotes compulsory fields.

If Year 8-12 with a Uniform, please provide the singlet number:

This is the free text section to list your preferred teammates, or any preferences to be considered by the MJBC Committee in the Team Selection process.

Only Y8-12's requiring a new uniform need to enter sizes.
Y7's may enter their size if they are likely to be 2XS or L and above.

Singlet sizes:

MEASUREMENT	2XS	XS	S	M	L	XL	2XL	3XL	4XL
Half Chest (cms)	42	46	50	54	58	62	66	70	74

Short Sizes:

MEASUREMENT	2XS	S	S	M	L	XL	2XL	3XL	4XL	5XL
Half Waist - Relaxed	28.5	31	33.5	36	38.5	41	43.5	46	48.5	51

Every team must have an Adult Team Manager and a Coach

WABL Player *

Boarder *

Current Team/Club *

Existing Uniform Number *

Skill Level/Division *

Comments (Preferences, etc)

Postal Address Line 2

If you require a new uniform, please list your size below.

Shirt Size

Short Size

Medical Conditions

Any Medical Conditions?

Any Allergies

Parent Volunteering

Parent Volunteer

Items

Items

Available items are listed below. Please check the box against any optional items that you would like to select.

***Select Registration Fee**

Only select the uniform items if you are ordering and paying for new uniform items

Select	Name	Cost
<input checked="" type="checkbox"/>	Registration Fee	\$80.00
<input type="checkbox"/>	Uniform Shirt	\$55.00
<input type="checkbox"/>	Uniform Shorts	\$35.00



3. Payment Screen

What Online Payment options are available to me?

4. Summary

You are able to pay using your Credit (Master/Visa) or Debit Cards or alternatively using PoliPay.

NOTE: PoliPay is the preferred payment method, as it applies reduced fees to the MJBC. All payment costs are included in your 'Price'.

Using PoliPay: <http://support.sportstg.com/help/polipay>

You can pay your:

1. Registration fees (per season)
2. Uniform order (playing singlet or shorts or both) (only Years 8-12, as Y7's receive a free loan singlet)

✔ Choose Type ✔ Basic Info ✔ Extra Info ✔ Summary

To complete your registration, you must follow the payment process below.

Pay now

Invoice Number	Item	Name	Price
1102787958	Uniform Shirt		\$55.00
1102787967	Registration Fee		\$80.00
Total			\$135.00

Please check your product carefully before proceeding.

Select your payment method

Credit Card

We accept VISA and Mastercard



Secure Payment

Internet Banking

Make payment directly from your bank account.

POLI

Proceed to Payment

I have selected the Pay Now button, what should I do next?

Please allow time for the system to process and confirm your payment.

NOTE – Please do not Refresh, or select the Back button during the payment process. Doing so may cause the system to process an additional or duplicate payment.

If you have had an additional or duplicate payment taken from your card, please contact our MJBC Treasurer bball.treasurer@mazenod.wa.edu.au

If you are using a mobile/tablet to make payment, please keep the payment screen tab open to enable the payment to be processed. Once the payment has been successfully completed, please close the tab.

3. After Registration

My Payment has been processed, what happens next?

You should have received a confirmation email from MJBC (through SportsTG) containing instructions.

You may have also received Username/Password/Email Sign In instructions from SportsTG.

Please retain this for next season, when you will use these details to Register again.

Next season, if you've lost them, simply click the *'I would like to request my username and password'*

TEAM LISTS

1. The Committee considered Team structures carefully, with the intention to allow development across all divisions in order to maintain a high level of player retention through to Year 12.
 - Urgency: KDBA have team registration closing dates.
 - If returning players do not all re-register in time, and that team cannot field 5 players, those registered players will be contacted to consider options available.
 - The MJBC Committee introduced team membership policy:
 - Minimum x5 day boys per team
 - Maximum x3 boarders per team
 - Aim for maximum x8 players per team
 - Must have adult Team Manager
 - Must have a Coach
 - First received Registrations = first requests considered
 - Once players register and fill a team, late registrations cannot join that full team, without Team approval.
 - Club promotes players' meet and play with other fellow students

UNIFORMS

1. To be collected by Team Managers and distributed to players.
 - a. Contact our Property Manager bball.property@mazenod.wa.edu.au
2. Payment receipt must be confirmed before uniforms are released.
3. Orders are submitted in bulk (minimum x10) to the supplier and take circa 10 weeks to delivery
 - a. For example, orders received after 1st December 2016 and placed on 10th February will arrive mid-April.
 - b. A new style 'Loan singlet' will be provided to those awaiting arrival of their recent order.
4. Year 7's receive free 'loan' singlets and shall wear their College sports shorts.

RESOURCES

1. The college website has the various resources being updated and added to, from time to time:
<http://web.mazenod.wa.edu.au/community/sporting-clubs/basketball/>
2. Role descriptions: [BBall-Club-Coach.pdf](#) [BBall-Club-Team-Manager.pdf](#)

FIXTURES

1. [Kalamunda Basketball - Fixtures](#)
2. SEASONS:
 - a. Season 1 is played over Terms 1 & 2 (Feb to June)
 - b. Season 2 is played over Terms 3 & 4 (July to Dec)

QUERIES:

1. MJBC Committee: bball@mazenod.wa.edu.au
2. bball.registrar@mazenod.wa.edu.au
3. bball.treasurer@mazenod.wa.edu.au
4. bball.president@mazenod.wa.edu.au

Appendix E – MJBC Registrations & Payments using Manual Form

[Online Registrations and Payments using SportsTG](#)

BACKUP HARD COPY: PLAYER REGISTRATION FORM (only to be used if SportsTG fails)

<u>Season</u>	1 <small>(TERM 1&2)</small>	2 <small>(TERM 3&4)</small>
<h3><u>Player Details</u></h3> <p>Player Name: _____ D.O.B. _____</p> <p>Boarder / Day <small>(please circle)</small> School Year: _____ Current WABL Player: Yes / No <small>(please circle)</small></p> <p>Last Season: <i>Club</i> _____ <i>Team</i>: _____ <i>Division (eg U15 div2)</i> _____</p> <p>Comment / Preferred Team / Preferred Teammates: _____</p> <p>_____</p> <p>Registration is deemed understanding, acceptance and commitment to abide by the Code of Conduct</p>		

<h3><u>Parent / Guardian Details</u></h3> <p>Name: _____ Relationship to Player: _____</p> <p>Address: _____</p> <p>Email: _____</p> <p><i>(Email is our primary means of communication please provide an up to date and regularly checked email address)</i></p> <p>Home ph: _____ Work Ph: _____ Mobile: _____</p> <p>Our basketball teams can only exist with parent helping in various roles. Please circle any option you can assist with:</p> <p>COMMITTEE / COACH / MANAGER of nominated Team:</p> <p>_____</p> <p><i>I acknowledge that there are risks involved in playing basketball and agree to indemnify Mazenod College of any liabilities it may suffer arising from any injuries or loss suffered by me or my children arising out of any activity involving my children at the Club.</i></p> <p>Parent / Guardian signature: _____ Date: _____</p> <p>Comment: _____</p> <p>_____</p> <p>Registration is deemed understanding, acceptance and commitment to abide by the Code of Conduct.</p> <p style="text-align: center;">Email Form to bball@mazenod.wa.edu.au</p>
--

UNIFORM ORDER FORM

For Players in years 8-12, inclusive (Year 7's receive a loan singlet at no charge).

Players own their uniform (reversible) and are only expected to purchase a replacement uniform once outgrown

Player Name: _____ D.O.B. _____

Player Name/Nickname (to appear on back of playing singlet): _____

Singlet Size _____ Shorts Size _____

Singlet sizes:

MEASUREMENT	XS	S	M	L	XL	2XL	3XL	4XL
Half Chest (cms)	46	50	54	58	62	66	70	74

Short sizes:

COST: \$95 (\$60 singlet, \$35 shorts)

Email Form to bball@mazenod.wa.edu.au



PAYMENT MUST ACCOMPANY REGISTRATION and is to be returned to Mazenod College Office either in person or by post, or emailed to bball@mazenod.wa.edu.au

Preferred form of payment:

1. Direct Transfer
 - a. Acct Name: Mazenod Junior Basketball Club
 - b. BSB: 306-088
 - c. Acct No. 198227
 - d. With a description of "student name – school year" (eg. D Brown 7)

Costs:

1. \$80 registration per player, per season.
2. \$95 for new/replacement Uniforms (years 8-12) (\$60 singlet, \$35 shorts)

Preference is given to players who are financial.

No PAY no PLAY.

Registration cost includes team nomination to KDBA, equipment costs and windup
(and loan uniform for year 7's).

Official Use Only

Fees Paid: Season registration \$80ea; Uniform \$60 singlet, \$35 shorts (circle all that apply)

Date: _____

Appendix F – Year 7 Welcome



Mazenod College Basketball Club

Mazenod Junior Basketball Club (MJBC)



Welcome Pack: Year 7's and our Basketball Club

Dear all,

WELCOME to Mazenod College and the many opportunities before you. The Mazenod Junior Basketball Club (MJBC) offers Mazenod students the opportunity to play basketball all year round. The Club continues to grow, both in membership numbers and in spirit, promoting player development, sportsmanship and supporting the values of St. Eugene De Mazenod.

Basketball within MJBC is a welcoming and inclusive sport that may be enjoyed by all students, regardless of year group or ability level. This information pack is a general introduction for new families to the College.

Basketball is a team sport that can help to develop a student's fellowship and leadership skills, as well as their confidence and self-esteem. Each age group has several Divisions (Competitions), which allows for new players with limited experience an entry-level opportunity with competitors having similar skill levels.

OUR CLUB

Through the dedication of our Committee, MJBC has grown to become the largest sporting club at Mazenod College. There are in excess of 235 players and 30 MJBC teams in the Domestic Competition within the Kalamunda District Basketball Association, playing indoors at Ray Owen Sports Centre, which is located within walking distance to the College. In 2107 Season 1, 62% of our teams achieved a spot in their Finals campaign, with 28% of teams holding on for a spot in their Grand Final.

AGE GROUPS

Years 7-10 play on Thursday evenings, usually with the younger and lower divisions drawing the earlier timeslots, from 4:30pm. Games comprise 2x 20 minute halves. Playing age groups are dependent upon a child's year of birth. This is a KDBA Policy. For all new players to MJBC, the following years play together:

- Years 7 & 8
- Years 9 & 10
- Years 11 & 12

SEASONS

- Season 1 is played over Terms 1 & 2 (Feb to June)
- Season 2 is played over Terms 3 & 4 (July to Dec)

TEAM SELECTION

Teams have a minimum 5 players. Players may list on their Registration form who their friends are, which helps the MJBC Committee in allocating teams. Due to the frequency of Boarders Long Weekends, we no longer have 'all-boarder' teams. Also, only 3 WABL players are allowed per MJBC team, where they are playing in their WABL age group and division; if they play-up an age group in the club, division WABL player numbers are not limited.

Registration closing dates are critical to season planning. Overall, team selection preference is given to those re-registering on time, submitted full team lists (with Coach and Team Manager). Once players register and fill a team, late registrations cannot join that full team.

TEAM NAME SELECTIONS

Team names shall commence with Mazza and then be made up of selected NBL and NBA basketball competition names ie. Mazza Kings, Mazza Wildcats, Mazza Spurs and Mazza Warriors.

PRESENTATIONS

KDBA present Grand Finalists their trophies at the end of the game each season.

Term 4 each year, Mazenod hosts a Sportsman's Dinner, where each team receive recognition for their '*Fairest & Best*' player, and '*Runner-Up Fairest & Best*' for preceding seasons. At this dinner, we also present the Lou Di Nardi Award to the Club Person of the Year.

Our Committee have established an annual Club Day, full of fun activities, games, prizes and also includes an exhibition match of Old Boys vs Y12 MJBC Players.

VOLUNTEERS

The Club rely on, and are grateful for, the many volunteers who help in either coaching the boys, providing skills development or in administrating and coordinating all of our teams. Volunteers are always welcome! It is a great way to become involved in your son's school life. It's important for new teams that Coaches and Team Managers are nominated by the parent group, as the Committee do not have a resource pool to fill these roles.

The Mazenod Junior Basketball Club Committee have established a vision for the Club that aligns to our community strategic priority. Year 7 parents are strongly encouraged to **become involved**, whether in a formal capacity or general helper, as player numbers decline from years 10-12 and parents typically drop away from the Committee when their boys are in their senior years.

ATTACHED:

1. A General Information sheet to answer some of the questions you may have; *such as all Year 7 players receive a 'loan' singlet*
2. Registration Form / Uniform Order/ Codes of Conduct

This information sheet and Forms can be found on the Mazenod Basketball Club homepage, which also contains downloads and resources, as well as the Committee Member contact information:

<http://web.mazenod.wa.edu.au/community/sporting-clubs/basketball/>

If transferring in from another club please download the [Player Clearance Form](#). Importantly, you will require the registrar from your previous club to sign the clearance form and return via email to our registrar at bball.registrar@mazenod.wa.edu.au.

CLOSING

On behalf of the committee, I would like to welcome you to the College and extend this invitation to join our Basketball Club.

Further, should you wish to address the Committee or have further queries, please do not hesitate to contact me in the first instance. We hope to hear from you and see you enjoying your Basketball.

To all our Players, give it your best shot, do your Club proud and most importantly remember to have fun and enjoy your Basketball.

Kind regards,

Michael Davey

President

Mazenod Junior Basketball Club

0434 414 940

bball.president@mazenod.wa.edu.au

Appendix G – Committee Members Role Descriptions

Mazenod Junior Basketball Club

Extract of Minutes of Committee Meeting held at College Boardroom

DATE: 20 July 2016

Mazenod Basketball Committee was formed and positions were nominated and accepted.

Outline of Positions & Responsibilities:

(as amended during 2017 Season 2)

President:

Provides strategic direction and leadership for the Committee and the future of the Club, ensures Committee fulfils its responsibilities for the governance and success of the Club. The President acts as spokesperson for the Club, chairs meetings, and maintains key relationships within and outside the Club, including, but not limited to, P&F meetings, Sportsman's Dinner, Event Days, and KDBA meetings.

Treasurer:

Responsible for the financial supervision of Club finances, provides balance sheet and expenses for each meeting, prepares annual budget and planning for the Club's future, monitors revenue and expenditure and organises payments, where necessary, after Committee approval. Ensures governance process for account expenditure is understood and adhered to by Committee members. Pursues outstanding player dues and prepares necessary information for relevant Committee Members or College Faculty to address escalated fiscal matters. Accesses and utilises online platform SportsTG for finance reporting requirements. Ensures all players and teams are financial in the competition to ensure eligibility to play finals.

Secretary:

Responsible for the documentation of meetings/events and of Committee activities, prepares agenda, prepares minutes, accepts apologies, receives/presents and replies to incoming correspondence and is the link between the Committee and all outside administrative affairs. Maintains documentation library in the electronic platform (eg SharePoint).

Registrar:

Responsible for the proper registration of all players within the Club, including transferral process between Clubs. Timely collection of registration submissions and proper recording and updating of each player's and parents details. Creates and maintains an adequately detailed electronic data base of all Players, Parents, Team Managers and Coaches, with the master copy maintained in the electronically available platform (this should also be readily available in case of an emergency). Accesses and utilises online platform SportsTG for member and team reporting requirements. In consultation with impacted parties, responsible for the allocation of Players to teams, naming of new teams, source/identify Coach and Team Manager for each team, for Committee endorsement. Submission of registered teams in a timely manner each season to the Competition Manager, to avoid penalty fines, with all supporting information, as and when required.

Basketball Specialist (Coaches & Team Managers):

The point of contact for Team Managers and Coaches, for on court matters. Primary function is to act as the go-to for basketball game specific questions from Coaches and Team Managers. Responsible for organising and facilitating coaching and development skills sessions for various coaching clinics and student skills workshops, as required. Where needed, hosts meeting at the beginning of the year and invites all Team Managers and Coaches for an induction of the roles and to meet the Committee.

Property (Uniforms/Equipment) Co-ordinator:

Responsible for maintaining, ordering, storing and inventory of all Club equipment, sport goods and apparel. Ensuring the Club has basketball shirts in good condition at KDBA which are stored so teams can access them, maintaining a professional brand image for the College. Hosting a day at the beginning of each season where team managers collect any balls, uniforms on behalf of their team. Collecting player information from the Registrar to order new uniforms or replace old/lost ones. Managing the allocation of all singlet numbers to avoid same team conflicts. Responsible for updating the uniform order forms, as required. Responsible for the return of all equipment and loan uniforms and informing the College on storage requirements.

Communications Co-ordinator:

Responsible for the Club's public image, announcements and updates via the Mazenod Newsletter, Year Book, Web page/Facebook and KDBA materials. Supports co-ordination of events and works with Committee to manage and delegate tasks.

Event Coordinator:

Responsible for the planning, coordination, management, facilitation and running of events, as agreed by the Committee, such as the annual Club Day. May include support for interschool events, skills workshops and inputs to the annual Mazenod College Sportsman's Dinner. Monitors the College calendar of activities to inform KDBA of fixture conflicts and consults them to schedule alternatives to avoid forfeits.

Sponsorship Manager:

Responsible for sourcing income for club development, promoting the College and Club brand and supporting strategic initiatives of the Club. Determines Sponsor's proposal and value alignment to College Values and consults P&F and Faculty as required to ensure no conflict of interest and the vision of the Club is supported. All proposed commitments shall require consideration by the Committee for ratification.

Mazenod Sport Co-ordinator:

Represents and maintains the relationship between Mazenod and the Mazenod College Junior Basketball Club. Communicates with parents and students when necessary. Speaks to students with misconduct. Assigns student coaches from years 10, 11 & 12. Hosts a meeting at the beginning of the year with all teams (students) to build Mazenod team spirit, talks about responsibility and leadership to the team and coach, being professional, qualities of a good sportsman and explains how best player is chosen each week and how trophies are awarded.