

MIDNIGHT[®] BASKETBALL

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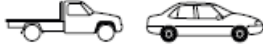


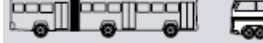
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BUS DRIVER ROLE DESCRIPTION

Requirements

- Midnight Basketball Australia requires all Bus Drivers to have a current Working With Children (WWC) check prior to attending a Midnight Basketball Tournament. A copy of your WWC check will need to be provided to the Logistics Manager. For information on your state WWC requirements, please contact the Logistics Manager.
- The licence you require is determined mainly by GVM - max. weight (tonnes) vehicle can be when loaded. Refer guide below.

GUIDE as at January 2014 - check with your state motor registry.

LICENCE TYPE	LICENCE DESCRIPTION	GVM	AXELS	Passengers (incl. driver)	INDICATIVE VEHICLES
Class C	Car	<4.5T		12	
Class LR	Light Rigid	>4.5T <=8T	No restrictions	Can be >12	
Class MR	Medium Rigid	>8T	2		
Class HR	Heavy Rigid	>8T	3		

Getting a Light Rigid or Medium Rigid licence: example NSW January 2014 (approximate)

- Undertake Rigid Knowledge test at motor registry, \$41.
- Take driving test, \$51 (once you get this licence you do not need to re-sit, like with a car drivers licence).
- Upgrade licence, \$21 one-off fee - this will update your drivers licence to list your new Class and show seating/GVM allowance on the back of the licence.

Week Prior

- Confirm arrival time with Logistics Manager.

On Arrival (10:15pm)

- Sign the Professional Role Sign-In Sheet.
- Identify yourself to the Tournament Night Manager.
- Introduce yourself to Bus Supervisor(s).
- Review bus lists with Bus Supervisor(s) and familiarise yourself with bus route for the evening.

END of Night

- Ensure Bus Assistant(s) are safely returned to their vehicle/dropped home.
- Confirm that paperwork (including bus lists) and folder have been handed back to Tournament Night Manager (either by yourself or the Bus Supervisor).
- Sign out on the Professional Role Sign-In Sheet.
- Return bus to home location/depot.

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CATERER ROLE DESCRIPTION

Requirements

- Midnight Basketball Australia requires all Caterers who will be assisting in the serving of meals to have a current Working With Children (WWC) check prior to attending a Midnight Basketball Tournament. A copy of your WWC check will need to be provided to the Logistics Manager. For information on your state WWC requirements, please contact the Logistics Manager.
- Understand and comply with required Health and Safety guidelines.
- If addressing any cultural needs, eg, Halal, Logistics Manager must have a copy of current certification.

Week Prior

- Confirm menu with Logistics Manager and ensure any dietary requirements have been addressed.

On Arrival (6.45pm)

- Sign the Professional Role Sign-In Sheet.
- Set up ready for players' dinner.

On Players Arrival (7.30pm)

- Coordinate serving of dinner, ensuring all players and volunteers are fed prior to seconds being offered.
- Report any inappropriate behaviour or concerns to Youth Worker or Tournament Night Manager.

Workshop/Game Time (8pm onwards)

- Coordinate the serving of spectator/parent dinner.
- Pack up and tidy up kitchen areas.
- Feel free to watch the games which commence at 8pm.

End of Night

- Ensure no catering equipment brought with you has been left in the venue.
- Sign out on the Professional Role Sign-In Sheet.

NUTRITION AND CATERING

Why are healthy food choices important for young people?

Major causes of obesity in children are unhealthy food choices and lack of physical activity. Providing healthy food choices is critical in reducing overweight and obesity rates. Adequate consumption of fruit and vegetables is a protective factor against many diseases including coronary heart disease, hypertension, stroke, Type 2 diabetes and many forms of cancer. Good eating habits are important during adolescence as it is a period of rapid growth and development. Regular healthy eating improves young people's ability to think, their attentiveness, their ability to socially interact and helps to maintain a healthy body weight.

Why is this a responsibility of Midnight Basketball?

Midnight Basketball has strong ethical and professional guidelines including no drugs or tobacco, alcohol, fast food, soft drinks or organisations that may contribute negative or unclear support for the health and wellbeing messages of the program. Midnight Basketball provides an ideal place to be exposed to healthy food choices that may not otherwise be available within their family or social environment.

How can we encourage and support healthy food messages on a Tournament Night?

- Ensure water is easily accessible to everyone including availability of cups.
- Ensure no soft drinks, fast foods, lollies, chocolates, cakes or chips are brought into the venue.
- Ensure food is cooked with low fat, salt, sugar and high fruit and vegetable principles.
- Remove vending machines from site. If not possible, turn them off and cover them.
- Support healthy food messages by role modelling and discussing the benefits of healthy eating.
- Stick to the rules and make no exceptions; this includes volunteers and spectators.

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REFEREE ROLE DESCRIPTION

Requirements

- Midnight Basketball Australia requires all Referees at Midnight Basketball Tournaments to have a current Working With Children (WWC) check. A copy of your WWC check will need to be provided to the Logistics Manager. For further information on WWC requirements, please contact the Logistics Manager.
- Minimum of Level 1C (Basketball Australia) Referee Certificate.
- Minimum of 18 years old.
- Wear the black and white stripes provided by Basketball Australia (unless Elite referees).
- Have adequate experience and maturity to be able to implement the required FIBA basketball rules, including mixed gender rules, while also mentoring/explaining the rules to the youth participants.

Week Prior

- Confirm start time with Logistics Manager.

On Arrival (7:45pm)

- Sign the Professional Role Sign-In Sheet.
- Introduce yourself to the Tournament Night Manager.
- Collect clipboard with paperwork and Yellow Cards.
- Familiarise yourself with Midnight Basketball Rules and Code of Conduct.
- Introduce yourself to the Scorers and Scoreboard Operators.

End of Night

- Sign out on the Professional Role Sign-In Sheet.

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SECURITY OFFICER ROLE DESCRIPTION

Requirements

- Midnight Basketball Australia requires all Security Officers at Midnight Basketball Tournaments to have a current Working With Children (WWC) check. A copy of your WWC check will need to be provided to the Logistics Manager. For further information on WWC requirements, please contact the Logistics Manager.
- Midnight Basketball Australia requires Security Officers with a Class 1C – Crowd Controller - licence (NSW - check for similar licence name in other states), and they may only work for an organisation who has a Master licence (unless they are a sole practitioner in which case they will hold both themselves). Note: they usually have Class 1A licence also (patrolling premises).
- Confirmation that first aid licence is current. Note: this is a requirement in NSW which also has the benefit that once confirmed you have identified a first aid person for the Tournament night.

Week Prior

- Confirm start time with Logistics Manager.

On Arrival (6:35pm)

- Sign the Professional Role Sign-In Sheet.
- Introduce yourself to the Tournament Night Manager.
- Familiarise yourself with the venue.

During Night

- Ensure players remain in designated areas, unauthorised persons do not enter the premises and other tasks as agreed.
- Monitor player (and spectator) behaviour.
- Report inappropriate behaviour to Youth Worker and/or diffuse situations as required.
- General monitoring of the people in the venue.

End of Night

- Supervise players alighting the bus.
- Ensure all players and volunteers have left the premises for the night prior to signing off.
- Sign out on the Professional Role Sign-In Sheet.
- Leave the venue with the Tournament Night Manager, ensuring everyone else has also left the venue.

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MENTORING SESSION FACILITATOR ROLE DESCRIPTION

Requirements

Midnight Basketball Australia requires all Mentoring Session Facilitators at Midnight Basketball Tournaments to have a current Working With Children (WWC) check. A copy of your WWC check will need to be provided to the Logistics Manager. For further information on WWC requirements, please contact the Logistics Manager.

Week Prior

- Confirm with Mentoring Sessions Manager any specific requirements, ie, butchers paper, pens, room set up etc.
- Confirm Session Objective, that they are in line with the principles of Midnight Basketball, and that the session is structured to optimise this important opportunity for the youth participants.

On Arrival (7:45pm)

- Sign the Professional Role Sign-In Sheet.
- Introduce yourself to the Tournament Night Manager. They will show you to the session area and introduce you to the Volunteer Mentoring Session Supervisor.
- Set up session area (Volunteer Mentoring Session Supervisor will help you).
- Familiarise yourself with the Code of Conduct (displayed around stadium, including the workshop area).

During Session(s)

- Ensure players feel welcome.
- Actively engage the participants to ensure objective is met and they are encouraged to ask questions and provide examples where relevant.
- Run session to time (approximately 35 minutes).
- Ensure players are abiding by the Code of Conduct. If any issues, seek assistance from the Mentoring Session Supervisor, the Tournament Night Manager or Youth Worker.
- All players to complete their Mentoring Session Feedback Form at the end of the session
- If players do not behave and/or complete their Feedback Form they cannot play basketball.

End of Night

- Feel free to watch the remaining games.
- Let the Tournament Night Manager know that you have finished and are leaving for the night.
- Sign out on the Professional Role Sign-In Sheet.

Competencies and Attributes

Facilitating Midnight Basketball mentoring sessions is both an exciting and challenging task. Participants range in ages; some may have difficult educational experiences; are likely to favour basketball over the session and can be resistant to 'learning' at night. On the other hand, they are wonderful experiences and your contribution is profound. The following are some of the critical competencies for a Midnight Basketball Mentoring Session Facilitator:

- Well-developed engagement/communication skills with young people of varied backgrounds and ages.
- Demonstrated experience working with teenagers 12-18 yrs.
- Demonstrated group work facilitation experience.
- An ability to establish and maintain appropriate boundaries and group rules.
- An understanding of the issues facing young people and an ability to quickly build rapport.
- Creativity and flexibility in responding to the needs of young people.
- Experience working with young Indigenous people and young people from culturally and linguistically diverse (CALD) backgrounds, or an understanding of needs.
- An ability to adapt session materials to the specific needs of the participants.
- Where relevant, a knowledge and understanding of local services, especially youth services.
- Willingness to comply with all relevant legislation and child protection policies.

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YOUTH WORKER ROLE DESCRIPTION

Requirements

Midnight Basketball Australia requires all Youth Workers at Midnight Basketball Tournaments to have a current Working With Children (WWC) check. A copy of your WWC check will need to be provided to the Logistics Manager. For further information on WWC requirements, please contact the Logistics Manager.

On Arrival (6.45pm)

- Sign the Professional Role Sign-In Sheet.
- Make contact with Tournament Night Manager and pick up your nametag.
- Collect clipboard containing relevant reports and Yellow Cards.
- Introduce yourself to the Security Guard(s) and explain to them why you are there.
- Read up on incidents from previous week and be aware of those players on two warnings - another warning for them will result in suspension.
- Familiarise yourself with the Midnight Basketball Rules and Code of Conduct.
- Introduce yourself to volunteers as they arrive.
- Attend the Volunteer's Briefing Session (7.05pm).

On Players' Arrival (7.30pm)

- Enjoy some dinner (sit with players) before the games begin.
- Following dinner - encourage players to put rubbish in bins and tidy up.
- From 8pm, mentoring sessions and games commence. Assist Tournament Night Manager and volunteers in moving players to the relevant areas.

Throughout the Night

- Monitor player (and spectator) behaviour and diffuse situations where possible.
- Help the Tournament Night Manager ensure the night runs smoothly, without any major incidents involving players.
- Assist volunteers with difficult players.
- Issue Yellow Cards as required and record.
- Assist Tournament Night Manager in encouraging all registered players to play, not just watch.
- Assist Coaches with getting players on the bus after final matches (any player not cooperating will be suspended).
- Record any incidents on an Incident Report Form.
- General monitoring of venue and nightly proceedings – mentoring sessions, restrooms, etc.
- Volunteers and spectators are bound by the same Code of Conduct as players – ask them to leave if behaviour is unacceptable and causing trouble (refer inappropriately behaved volunteers/spectators to the Tournament Night Manager).

End of Night

- Night concludes after all players have left the venue by bus or with a parent/guardian.
- Advise Tournament Night Manager of any incidents.
- Notify Tournament Night Manager if any follow up is required with a player during the week.
- Hand back nametag, clipboard and Yellow Cards to Tournament Night Manager.
- Sign out on the Professional Role Sign-In Sheet.