



Basketball Otago are calling for applications for the position of Competitions Manager.

Basketball Otago is seeking applications from suitably qualified people with:

- Experience working in a fast paced competitive environment.
- Proven computer experience (particularly Excel and other Microsoft office software).
- The ability to develop competition draws and update results.
- Proven experience in reviewing, planning and implementing competitions.
- The ability to work with other personnel (both paid and voluntary).
- Excellent customer relations and telephone skills.
- The ability to work independently.
- Initiative and Drive.
- Preferably experience working in the sports sector.
- The ability to work evenings and weekends.

This role is a part time role (up to 25 hours per week maximum) and will be responsible for the running of all Basketball Otago's weekly competitions and Tournaments throughout the year. The main tasks for the role will be:

- Developing draws, and updating results utilising FIBA Organiser software.
- Referees rosters where required.
- Liaison with teams, clubs, coaches, referees players and supporters.
- Venue Controlling.

Remuneration:

Salary packages for the position will be dependant on the successful applicant/s level of experience and ability.

Job outline and application forms are available upon request. Applications should be forwarded to the address below by 7th of February 2009.

Please send applications to:

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