

Position Title	Ball Person Team Leader
Volunteer Unit	Ball Persons
Reports to	Rugby Operations Manager
Position Type	Behind the Scenes
Dates Required	Orientation Briefing: Saturday 18 January 2020, 10.00am – 12.00pm
Times are TBC	Tournament Day One: Saturday 25 January 2020, 7.30am – 10pm
closer to the date	Tournament Day Two: Sunday 26 January 2020, 7.30am – 10pm

HSBC New Zealand Sevens 2020

The 2020 HSBC New Zealand Sevens will be hosted at FMG Stadium Waikato during Auckland Anniversary weekend (25th – 26th January) and features a new exciting tournament format with 16 Men’s and 12 Women’s teams.

Primary Purpose

The Ball Persons Team Leader is responsible to manage the team of Ball Persons throughout the duration of the tournament.

Key Tasks

- Manage and rotate the Ball Persons across the tournament, ensuring there is adequate rest between shifts
- Oversee the performance of the Ball Persons for ball management, collection and supply duties during Tournament matches
- Ensuring all items in the Ball Persons room are kept safe
- Ensure Ball Persons are adequately fed and hydrated
- Maintaining a high level of behaviour and dress of self and Ball Persons throughout the Tournament
- Other tasks as required by the Rugby Operations Manager to ensure the smooth running of the tournament

Health and Safety

- Takes personal responsibility for keeping self free from harm
- Follows safe working procedures
- Reports incidents promptly
- Reports hazards promptly and suggests appropriate remedies
- Knows what to do in the event of an emergency
- Co-operates in implementing rehabilitation plan

Key Relationships

Internal

- Ball Persons
- Rugby Operations Manager
- Other Volunteers
- Tournament Management

External

- World Rugby Match Officials
- Team Players and Management
- Stadium staff and security

Person Specification

Experience

- Previous Ball Person Manager experience at Mitre 10 Cup, Super Rugby, HSBC NZ Sevens or Test matches

Skills

- Good understanding of logistics and importance of timing
- Communication and time management skills
- Friendly and approachable

Competencies and Attributes

- A structured, organised and proactive “can do” approach
- Positive and enthusiastic
- Strong problem solving skills
- Demonstrates commitment to the organisation and overall tournament.
- Able to build successful working relationships at all levels of an organisation
- Able to work to and meet deadlines and able to reprioritise as necessary
- A willingness to take ownership and be held accountable
- Able to self-manage
- Able to work with a diverse management team
- Able to communicate with all levels of an organisation