

Queensland Management Team EOI

Overview

Interschool Queensland is seeking expressions of interest from people wishing to be part of the management team for the Interschool Queensland State Team going to the Australian Interschool Championships (AIC), Werribee VIC from 29 September – 3 October, 2023 (travelling dates to be confirmed). The AIC is the pinnacle interschool event, with teams from all states competing in dressage, jumping, eventing, combined training and show horse.

A blue card is required for these roles (EQ can assist with this if required).

Specific Functions and Responsibilities

The management team roles open to EOI's are for the **Chef d'Equipe** and **Team Manager/s**. An honorarium will be paid to the successful applications. Responsibilities include but are not limited to:

- Checking technical details of information provided by the Organising Committee (OC)
- Coordinating the distribution of relevant information to the team members in a timely manner
- Be the point of contact between team members and the OC before and during the event
- Attendance at technical meetings in the lead up to, and during the AIC
- Assisting the IQ Committee to ensure team positions are filled using the procedure as outlined in the Interschool Queensland Handbook
- Manage the team dynamic and be responsible for management of issues relating to the team and individuals
- Report to the Interschool Queensland committee and work with the committee in planning for the competition

Skills and Knowledge Required

- A high level of knowledge and understanding of the competition requirements in interschool with previous experience of the AIC
- An ability to provide leadership in team situations
- An ability to handle conflict and manage change
- Ability to 'think on your feet'
- Strong planning and organisational skills
- Attention to detail and ability to prioritise tasks effectively
- Ability to work both autonomously and as part of a team

Personal Attributes

- High degree of personal and professional integrity
- A commitment to follow the principles of the Interschool and EA Codes of Conduct
- Tact and diplomacy balanced with the capacity to make decisions
- Ability to maintain confidentiality
- Ability to cope with numerous tasks simultaneously and to deal with stressful situations
- Ability to gain respect from riders, parents, officials, and others involved in the sport

Please send your expression of interest detailing your skills, knowledge & experience, and which role you would be interested in applying for to **Melinda Robinson (EQ Senior Sport Development Officer - Interschool)** interschool@equestrianqld.com.au by no later than 8pm Saturday 5 August, 2023.