

Position Description

POSITION TITLE	VWA Beach Events Setup Crew
RESPONSIBLE FOR	Setting up and packing down VWA's Beach Volleyball events
LOCATION	Multiple beach venues around Perth, WA
REPORTS TO	Volleyball WA Competitions Coordinator, and on-site to the Setup Director
EMPLOYMENT	Casual
RATE	\$28.85 per hour

Role Purpose

Reporting to the VWA Beach Events Setup Director, the Beach Setup Crew is responsible for the setup and pack down of VWA's Beach Volleyball Events (Alcohol. Think Again Beach Tour, HS Beach Cup). The purpose of the role is to ensure that the beach venue is ready for the commencement of the competition and that at the conclusion of the event all equipment is removed and packed down in accordance with VWA requirements.

Key Responsibilities

Ensure that the venue is setup and packed down in a timely and safe manner:

- All safety checks are completed and acted upon if necessary.
- Courts are measured to required specifications and the poles are at the correct height and positioning.
- Court signage and Marquees are properly and safely set up.
- Ensure that all equipment is being used correctly and safely.
- Ensure that shaded areas are set up for participants and are firmly secured for safety reasons.
- Must be familiar VWA Policies and Procedures that relate to your role.
- All safety checks are completed and acted upon if necessary.
- Report any damaged or lost equipment to the VWA Competitions Coordinator.

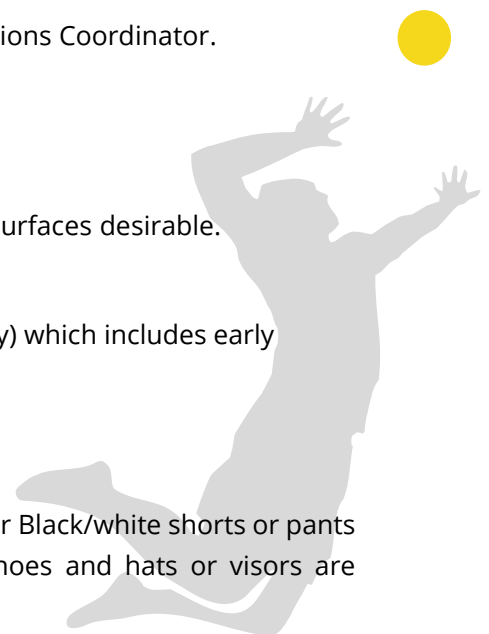
Qualifications & Experience Required

The Beach Events Setup Crew must have:

- Current class C Driver's Licence, experience driving on sand surfaces desirable.
- Ability to follow instructions.
- Heavy lifting will be required.
- Ability to work extended hours on weekends (Friday – Sunday) which includes early mornings between October and March.

Dress Code

VWA will provide a Volleyball WA Shirt which must be worn with either Black/white shorts or pants while performing their duties. In addition, must wear enclosed shoes and hats or visors are permitted.



Key Performance Indicators

To perform competently in this position the incumbent will be expected to demonstrate capability, skills and experience in the following areas;

- **Customer Service:** Show excellent interpersonal skills, build positive relationships and work collaboratively with key stakeholders from a range of diverse backgrounds, including athletes, parents, coaches and referees, state and national associations, local government representatives, contractors and sponsors.
- **Communication:** Demonstrate exceptional communication skills. Act as the primary source of information and knowledge regarding all the activities outlined in the position description.
- **Organisational Skills:** Display a high level of organisational skills and a proven ability to manage priorities.
- **Administration Skills:** Display a high level of administration skills, and all decisions made are taken in the best interest of Volleyball WA.
- **Team Participation:** Be an active and enthusiastic member of the Volleyball WA staff team and the Volleyball WA wider community. Take personal responsibility for upholding the Association's values.
- **Work Quality:** Take personal responsibility for the quality of work completed, including timely delivery and accuracy of information. Be flexible in the hours to achieve successful completion of tasks.
- **Continuous Improvement:** Show a commitment and active contribution to finding more efficient and effective ways to service to the volleyball community in WA.