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**04 August 2010**

**From:** Chief Executive Officer

**To:** Affiliate Presidents  
Affiliate Secretaries

**CC:** SSA Executive Council Members  
SSA Staff Members

**RE: WATER POLO NATIONAL TEAM MANAGER VACANCIES**

Swimming South Africa is inviting applications for the following voluntary positions:

### **NATIONAL TEAM MANAGER**

Men's Senior Water Polo Team

Period of Tenure 1 September 2010 – end of August 2011

### **TEAM MANAGERS (3 Positions)**

Men's Senior Water Polo Team

Women's Senior National Water Polo Team.

Women's Junior National Water Polo Team;

Men's Junior National Water Polo Team;

Period of Tenure 1 September 2010 – end of August 2011

As this is a voluntary position there is no remuneration package and applicants may be required to cover their own expenses.

Applicants should meet the following criteria:

- Previous experience as Team Manager with a Water Polo Team.
- Available to attend training camps (weekdays and over weekends)
- Available to travel with teams to overseas competitions.
- Be in possession of a valid passport
- Be in possession of a valid South African driving licence.
- Have leadership and management skills.
- Ability to communicate effectively with team members and the national office
- Ability to compile comprehensive reports on competitions, results, individuals and team activities.

- Computer Literate and have access to a computer and internet.
- Registered member of Swimming South Africa

All suitably qualified persons are invited to send their CV to Swimming South Africa for the attention of the CEO, Mr. Shaun Adriaanse, at [iana@swimsa.co.za](mailto:iana@swimsa.co.za) or fax to 011 404 2486 or 086 643 9976.

The closing date is 13 August 2010.

Yours sincerely



**S L ADRIAANSE**  
Chief Executive

# National Team Manager: Water Polo

**Discipline:** Water Polo

**Position:** National Team Manager

**Term:** 1 year

**Remuneration:** None

The National Team Manager in conjunction with the National Coach of the Section assumes responsibility for all areas of operation of the section both within and outside the competition arena.

## Requirements:

1. Experienced in the management of national sporting teams and capable of discharging the duties of a National Team Manager.
2. To be able to develop management plans for all national teams. (men and women – Juniors and Seniors)
3. Be able to assist with the development of resource material for all levels of water polo team management.
4. Understands management principles and their application to managing a national sporting team.
5. Demonstrates a clear understanding of the issues relating to managing a national sporting team and a perception of the implications of being part of the total National Squad.
6. Has the demonstrated capacity to plan and implement activities, to co-ordinate people and resources and to maintain appropriate monitoring and controls.
7. Demonstrates strong written and verbal communication skills and able to provide reports when required.
8. Experienced in dealing with international and national media and press conferences.
9. Confident, a good self-image and are approachable, supportive, respectful and disciplined.
10. Shows enthusiasm and preparedness to put athlete performance before personal considerations.



11. Available to travel with the team to all pre-event competitions and preparations and attend all Team meetings and assemblies.
12. Sound computer skills, including word processing and use of internet. Access to email compulsory.
13. A registered member of SSA and in good standing with the Federation.
14. Demonstrates appropriate technical knowledge, skill and experience to support athletes in their preparation for competitions.
15. Have strong conflict resolution skills and not centred on conflict.

### **Responsibilities:**

1. Tours often being self funded, the candidate needs to ensure that the funds are collected, paid over and receipted within the given timeframes from SSA.
2. Assist and instruct other team managers in accordance with SSA water polo team management standards.
3. Demonstrates a logical and rational approach in weighing up issues and coming to a decision. Shows initiative in making decisions and taking action.
4. Understands differences in demands made of FINA rules and regulations in terms of protest action, etc.
5. A clear knowledge and understanding of the SSA Constitution and regulations.
6. Procedures and specific technical requirements of the athletes and other officials.
7. Have the interpersonal and management skills to successfully motivate and direct Team members.
8. Works effectively with people and shows respect and sensitivity to their needs.
9. Resolves conflicts effectively and efficiently.
10. Maintain and manage the athlete data and forward to the necessary departments in SSA where needed.
11. Manage and collate all the information required for overseas and local travel relating to visas, passports, accommodation, flights and entries to the relevant competitions.



12. Collate and maintain outfitting information where needed.
13. Deal with high-ranking Government representatives, officials of the internal committee, fellow sports officials, diplomatic officers and business leaders.
14. Maintains personal control and quality standards when faced with long hours of work and changing demands.

