



Badminton Canterbury

JUNIOR HANDBOOK 2023

MISSION STATEMENT

Under Review as part of our Strategic Review

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ORGANISATION STRUCTURE

Under Review

CONTACT INFORMATION

For all phone contacts, call our office on 03 389 8534 and leave a message. The office is open part time, so your message will be responded to next time it is open.

Office office@badmintoncanterbury.com

For general enquires, court bookings, accounts and administration. Open part time.

Coach and Development Manager jo@badmintoncanterbury.com

General Manager lou@badmintoncanterbury.com



Badminton Canterbury

PLAYER PATHWAY

EVENTS PARTICIPATION PATHWAY

<p>National</p>	<p>NZ National Squad NZ U17/19 Squad NZ U15 Development Squad</p>	<p>Wisden/Stazenger Cup NZBL NZ Individual Age Group Championships NZ U13/U15/U17/U19 Team Championships NZ Secondary Schools Championships Other Association Age Group Championships</p>
<p>Mainland</p>	<p>Mainland Teams to compete at NZJTC Mainland Development Programme • U15 or U17/19 squad</p>	<p>South Island Associations Senior Division Team Championships Neil Cup Regional Derby – Under 17's Other South Island Tournaments South Island Age Group Team and Individual Championships South Island Associations Individual Age Group Championships</p>
<p>Badminton Canterbury</p>	<p>Association Senior Representative Programme Association Junior Representative Programme Term 2 – Development Programme/Training for NZJTC Term 3 – Development Programme/Training for SJTC</p>	<p>BC Senior Tournaments • SJ Patricks Day Tournament (Open and B Grade), Canterbury Open, B or C Grade Championships, pre-season doubles, singles tournaments, Mid Winter Doubles, Canterbury Closed Champs BC Junior Tournaments • Abilities Tournament, BC Individual Age Group Championships</p>
<p>Badminton Canterbury and/or 'School of Badminton'</p>	<p>Development Programmes • BC - Mondays (Pages Rd) • School of Badminton – Academy Squad</p>	<p>Badminton NZ South Island Secondary School Teams Event AIMS Games B Grade Local Junior Club nights and any tournaments they run BC Junior Teams Competition @ ZBC Canterbury AIMS Tuesday Sport – Primary Sport Canterbury BC After School Shuttle Time Programmes Koru Games – Selwyn Sports Trust BC Holiday Programmes BC In School Coaching Programmes</p>
<p>Club badminton and/or 'School of Badminton' Badminton in Schools</p>		

Sport NZ, with the backing of numerous amounts of research into understanding the best ways of providing sport and activity to our Tamariki (5 – 11 year-olds) and Rangatahi (12 – 18 year olds), has developed the Balance is Better strategy to inform and provide a framework that puts the needs of the participant first.

It originated from the Sport NZ Talent Plan 2016-2020 that focused on growing the capability of the sporting system to better prepare athletes in their development phase to help them realise their potential. Balance is Better has now become a broader conversation underpinning Sport NZ's overall approach to youth sport that focusses on maximising participation and skill development.

Players, parents, and coaches play a part in bringing this strategy to life and enhancing the chances of participants becoming lifelong lovers of sport.

Badminton Canterbury and Badminton New Zealand strongly support the Sport New Zealand 'Balance is Better' strategy. We encourage kids to try and play a wide range of sports and focus on having fun. Our role is ensuring that kids have high quality sport experiences that meet their needs and inspire them to love badminton for life.

Age Group Championships Implications:

The 2023 New Zealand Under 13 National Championships will have a minimum age restriction for entry. We believe that the New Zealand U13 Nationals is not the right experience for children born later than 2013 (ie children who will be 9 or younger at 31st December 2023). There are a number of fantastic badminton opportunities and experiences through Shuttle Time and other community activities for kiwi kids nine years and under that are keen on badminton.

The NZU15, NZU17 and NZU19 National Championships also have a minimum age restriction which means players can only play one age group higher than their current age.

RESOURCES FOR PARENTS AND COACHES

[Balance is Better](https://balanceisbetter.org.nz/) (<https://balanceisbetter.org.nz/>)

[Keep Up With The Play](https://keepupwiththeplay.org.nz/) (<https://keepupwiththeplay.org.nz/>)

[GoodSports Programme](https://aktive.org.nz/what-we-do/good-sports/) (<https://aktive.org.nz/what-we-do/good-sports/>)

[Parents & Coaches: Your Role in Developing Participants/Athletes](https://sportnz.org.nz/media/1706/developing-participants-athletes-parents-coaches-oct-2017.pdf)
(<https://sportnz.org.nz/media/1706/developing-participants-athletes-parents-coaches-oct-2017.pdf>)

[Sports Leaders: Your Role in Developing Participants/Athletes](https://sportnz.org.nz/media/1708/developing-participants-athletes-sports-leaders-oct-2017.pdf)
(<https://sportnz.org.nz/media/1708/developing-participants-athletes-sports-leaders-oct-2017.pdf>)

2022 JUNIOR CALENDAR

Please see <https://badminton.org.nz/calendar/> for a list of all sanctioned events around the country. Please note that we are only allowed to sanction 3 events per region, plus the South Islands.

In the South Island the sanctioned events are:

Otago Open	14 th – 16 th April
Otago U15 Championships	29 th – 30 th April
Otago U19 Championships	29 th – 30 th April
Nelson U15 Championships	14 th – 15 th April
Nelson U19 Championships	14 th – 15 th April
Southland U15 Championships	12 th - 13 th August
Southland U19 Championships	12 th – 13 th August
Southland Open	13 th – 14 th May
Canterbury U15 Championships	20 th – 21 st May
Otago U17 Championships	10 th – 11 th June
Southland U17 Championships	22 nd July
Canterbury U13 Championships	12 th – 13 th August
Canterbury U17 Championships	12 th – 13 th August
Canterbury Open/NZ Tour/South Islands	18 th – 20 th August
New Zealand U19 Championships	14 th – 16 th July

Unsanctioned South Island Events are:

Otago U13 Championships	9 th September
Southland U13 Championships	22 nd July
West Coast – All age groups (Jnr and Snr)	24 th – 25 th June
Southland U15 Championships	12 th – 13 th August
Canterbury U19 Championships	20 th – 21 st May
South Island Age Group Championships U13/15/17/19	

JUNIOR REPRESENTATIVE INFORMATION

WHAT DOES REPRESENTATIVE BADMINTON MEAN?

Badminton Canterbury, as your Regional Sports Office (RSO), is affiliated to Badminton New Zealand your National Sports Office (NSO). This affiliation allows players compete in the South Island Junior Team Championships and the New Zealand Junior Team Championships.

By playing in these tournaments players get to experience travelling and competing as a team. Children thoroughly enjoy these tournaments, and they provide opportunities for personal growth both on and off the court.

New Zealand Junior Team Championships: Held in July holidays, Palmerston North.

As I'm sure you are aware, there has been much discussion following BC's decision to be part of the Mainland collective to send teams to Palmerston North for 2023.

In making the decision we have taken the following all into account

MAINLAND	CANTERBURY
<p>PRO's</p> <p>More players to pull from to fill positions in teams</p> <p>Fosters collective team spirit across the South Island</p> <p>If selected into a team you are the 'best' amongst the South Island – more mana</p> <p>Access to a variety of coaches</p> <p>Access to more funding (MLD is getting incorporated)</p> <p>Strongest team possible – meaning athletes are competing more at the level they should be</p> <p>Players more likely to get similar level games</p> <p>Opportunity to play with different people</p> <p>Sharing the load administratively/funding</p>	<p>PRO's</p> <p>Bonding with other local players</p> <p>Pride in RED and BLACK</p> <p>More training as a team</p> <p>Opportunity for local coaches</p> <p>Local fundraising efforts</p>
<p>CON's</p> <p>Could some Canterbury players miss out by other associations filling a position in a team</p> <p>Not training together on a regular basis</p>	<p>CON's</p> <p>Not having the players to fill a team at a particular age group</p> <p>Not strongest team</p> <p>Players playing at wrong level just to make up team numbers – not getting a good playing experience</p> <p>BC has to do all the administering/funding</p>

Based on the ability of the players, that BC is aware of (From club nominations) we feel that for the 2023 season (to enable as many players the opportunity to go to Palmerston North) that supporting Mainland is the right decision.

- Mainland is looking to send
 - 2 x U13 teams (Completely comprised of Canterbury players)
 - 1 x U15 team
 - 2 x U17 teams
 - 4 x U19 teams
- NB: Both U13 Teams will be entered as 'Canterbury' and playing in their BC Representative Shirts. Invoicing and logistics for the event will be coordinated through Mainland.
- For the full presentation that was delivered to parents on the 19th November 2022 please see <https://badmintoncanterbury.com/board/policies/>

South Island Junior Team Championships: 23rd – 26th October, Christchurch

- This tournament, particularly for our younger players, is a great development opportunity and steppingstone to compete in the larger National Tournament. BC will try and enter as many teams as possible into this event to give all players the opportunity to experience the enjoyment and pride that comes from playing for your province in a team environment.

SELECTION PHILOSOPHY

The selectors will choose a team that (in their opinion) will gain the highest placing possible in regional and national tournaments, while adhering to the eligibility criteria below.

SELECTION CRITERIA/ELIGIBILITY

FOR NZ JUNIOR TEAM CHAMPIONSHIPS

- U13 players are required to attend a trial/regional coaching day on 5th March, 9 – 12.30pm
- U15 players will be selected from the MLD U15 Development Squad
- U17/19 players will be invited to attend a trials weekend 4th – 6th February 2023
- All players should be entering Canterbury U15/19 Age Group Championships

FOR SOUTH ISLAND JUNIOR TEAM CHAMPIONSHIPS

- U13/15/17/19 players are required to play in the U15/19 Canterbury Age Group Championships 20th – 21st May
- All age group players wanting to be considered for the South Island Junior Team Championships are to attend the Trials/Regional Coaching Day on 28th May, 1 – 4.30pm

GENERAL CRITERIA

- Be up to date financially with BC for the past season and any invoices for the current season.
- Be in 'good standing' with their club or association
- Sign a players' contract at trials, which outlines their commitment and approximate cost.
- A deposit of \$150 is required for Nationals and South Islands
- Make every attempt to attend all trainings. Any planned or unplanned absences are to be notified to the coach. No discount to training fees for sessions missed.
- Participate in any Badminton New Zealand tournament held in Christchurch unless otherwise approved by their coach or the junior selectors
- Must be a registered member of an affiliated Badminton Club or hold direct affiliation to Badminton Canterbury.
- Exceptions to the above criteria can be made on a case-by-case basis by way of an application to the convenor and approved by BC Board.

Players will be selected on their:

- General fitness, health and well being
- Ability to work well with others in the team
- Demonstrated attitude and commitment to badminton
- Performance in the previous season and any competitions up to the date of selection
- Positional balance within the team (not have a team full of singles specialists)
- Attendance at trainings – unexplained absences will be taken into consideration upon team selection.

Players are expected to play in their own age group first. At times, it may be appropriate for a player to play outside their age group, this will be considered on a case-by-case basis and approved by the convenor and BC Board. Decisions may differ depending on whether it is a South Island or National Tournament. The best interests of BC and the player/s will be taken into account.

BC can consider players from outside of our association to fill a team however best endeavours will be made to fill teams with Canterbury players first before other Association players are invited.

Exceptions to the above criteria can be made on a case-by-case basis and approved by the convenor and the BC board.

TEAM FORMATION:

U13 South Islands 2 x BS, 2 x GS, 1 x BD, 1 x GD, 2 x XD

U15 South islands 2 x BS, 2 x GS, 1 x BD, 1 x GD, 2 x XD

U17 South Islands 2 x BS, 2 x GS, 1 x BD, 1 x GD, 2 x XD

U19 South Islands 2 x BS, 2 x GS, 1 x BD, 1 x GD, 2 x XD

U13 Nationals: 2 x BS, 2 x GS, 1 x BD, 1 x GD, 2 x XD

U15 Nationals 4 x BS, 4 x GS, 2 x BD, 2 x GD, 4 x XD

U17 Nationals 4 x BS, 4 x GS, 2 x BD, 2 x GD, 4 x XD

U19 Nationals 2 x BS, 2 x GS, 1 x BD, 1 x GD, 2 x XD

REPRESENTATIVE TRAINING PROGRAMME:

For more info on tournament dates nationally visit www.badminton.org.nz.

CANTERBURY UNDER 13'S

	Optional	Required
Term 1: (7 th Feb – 6 th April)	Shuttle Time/Club/Private Coaching Pre-Season Training – 13 th Feb (5 – 7pm)	Regional Coaching Day 5 th March (9 – 12.30pm)
Term 2: (24 th April – 30 th June)	Shuttle Time/Club/Private Coaching Development Programme	Rep Team Training for NZJTC Play in Canterbury U15's (20 th - 21 st May) Regional Coaching Day 28 th May (9 – 12.30pm)
Term 3: 17 th July – 22 nd Sept	Shuttle Time/Club/Private Coaching	Rep Team Training for South Islands Play in Canterbury U13's 12 th /13 th Aug
Term 4: (9 th Oct – 15 th December)	Shuttle Time/Club/Private Coaching	

- Recommended that children play a variety of sports
- No specific weight or fitness training

CANTERBURY UNDER 15/17/19S

	Optional Training	Required Training
Term 1: (7 th Feb – 6 th April)	Shuttle Time/Club/Private Coaching Pre-Season Training – 13 th Feb (5 – 7pm) U15's Regional Coaching Day 5 th March (9 – 12.30pm)	
Term 2: (24 th April – 30 th June)	Shuttle Time/Club/Private Coaching Development Programme	Rep Team Training for NZJTC Play in Canterbury U15/19's (20 th - 21 st May) Regional Coaching Day 28 th May (1 – 4.30pm)
Term 3: 17 th July – 22 nd Sept	Shuttle Time/Club/Private Coaching	Rep Team Training for South Islands Play in Canterbury U17's (12 th - 13 th Aug)
Term 4: (9 th Oct – 15 th December)	Shuttle Time/Club/Private Coaching	

- Recommended that children are playing a variety of sports – especially up to U15 age group
- Players can expect fitness testing

BC TRIALS FOR REPRESENTATIVE BADMINTON/REGIONAL COACHING DAY

When:	5th March (9 – 12.30pm. U13 Players required, U15 players can attend if they wish) – Trials for NZJTC U13 teams 28th May (9 – 12.30pm U13/15), (1.00 – 4.30pm U17/19) -Trials for SIJTC
Venue:	Badminton Canterbury – 220 Pages Road
Cost:	\$12.50 for each session
Register via:	Friendly Manager

ABOUT:

- Regional Coaching Days provide an opportunity for any player in Canterbury to get some intensive coaching by Badminton Canterbury's top coaches.
 - Minimum standard of play is players' who are able to achieve 'Silver' in the Shuttle Time Badge Assessment (See below for guidelines – you don't need to formally hold this badge but be capable of what is required).
 - With the Mainland camps that the U17/19 players will be having, we are not holding a Regional Coaching Day for these age groups during term 1
 - U15 players will be representing Mainland at the **New Zealand Junior Team Championships** will be selected from the Mainland U15 Development Squad
 - U13 players wanting to be considered for the **New Zealand Junior Team Championships** in July, attendance is compulsory on the 5th March as is playing in the Canterbury U15 Championships.
 - All age group players wanting to be considered for the **South Island Junior Team Championships** in October, attendance is required on the 28th May
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FORMAT:

- 28th May: U13 and U15 players will attend from 9 – 12.30pm
U17 and U19 players will attend from 1 – 4.30pm
- Registrations required through your Friendly Manager login.

SILVER SHUTTLE TIME BADGE ASSESSMENT CRITERIA:

Silver Shuttle Time Badge Assessment		
Silver	6/10	Success Criteria (6 out of 10 to pass)
Grips	y/n	Can demonstrate what a forehand grip and a back hand grip looks like
Footwork		Demonstrate correct foot work (lunge, split step and chasse) to 4 corners at moderate speed without hesitation. Coach to point to corners.
Short Serve		Shuttles to land in the service court having passed at a height of less than 50cm above the net
Backhand Net Shot		Shuttles to land inside the short service line. Coach to hand feed; player to move from singles base
Forehand Net Shot		Shuttles to land inside the short service line. Coach to hand feed; player to move from singles base
Changing Grips	y/n	Use both forehand and backhand grips/shots during a game
High Serve		Shuttles to land in the correct service court and in the back ½ of the court
Forehand Lift		Shuttles to land in back ½ of court. Coach to hand feed; player to move from singles base
Backhand Lift		Shuttles to land in back ½ of court. Coach to hand feed; player to move from singles base
Forehand Clear		Shuttles to land in back ½ of court. Coach or player feeds high, full length serve
Forehand Drop Shot		Shuttles to land inside the short service line. Coach or player to feed high serve full court
Knowledge of the Law	/10	Answer 6 out of 10 correctly

BC PRESEASON DEVELOPMENT SQUAD

Venue:	Badminton Canterbury, 220 Pages Road
Time:	Mondays 5 – 7pm
Dates:	Term 1: Monday 13 th Feb – 3 rd April (8 weeks)
Cost:	\$110 for Term 1
Register Via:	Friendly Manager

ABOUT:

- Optional pre-season training programme for players as per criteria below
- Run by coaches TBC
- Open all age groups who are of 'Silver' standard and above.

FORMAT:

- Term 1 is an 10-week programme
- Children will be divided into squads based on ability

Venue:	Badminton Canterbury
Time:	Mondays 5 – 7pm
Dates:	Term 2: Development Programme/Training for NZJTC 24 th April - 9 th May – 26 th July (No session 5 th June) – 9 weeks Term 3: Team Training for SIJTC 17 th July – 18 th September (10 weeks)
Cost:	Term 2: \$117 Term 3: \$130
Register Via:	Friendly Manager

ABOUT:

- Term 2 Development Programme/Training for NZJTC is for players who are representing Mainland at the NZJTC and others (upon request) who are looking for a training opportunity. These players must be of Silver Standard or above.
 - Term 3 Representative Team Training is for all players and non-travelling reserves travelling to the South Island Junior Team Championships.
-

FORMAT:

- Training will be a mixture of training with your ability level and training with your team.
- Run by appointed coaches in Canterbury.

SMART GOAL:

Goal setting is an effective tool for players to use to improve their game.

If players are wanting assistance with setting their own goals, then this is a useful framework to use.

BC Coaches may also work with players to help them set SMART goals throughout the season.

What is a smart goal?

Specific	i.e. Well defined, clear and unambiguous
Measurable	i.e. Within specific criteria that measure your progress towards the accomplishment of the goal
Achievable	i.e., Attainable and not impossible to achieve.
Realistic	i.e. Within reach, realistic or relevant
Timely	i.e. Within a clearly defined timeframe, including a start and end date

For example: I want to be able to hit a cross court forehand net shot using the correct hitting technique of pronating forearm, with the shuttle landing within 30cm of the service line 8 out of 10 times by the end of July. To do this I will practice this shot for 5 – 10 minutes at each training session.

JUNIOR TEAM COMPETITION

Venue:	Zhu Badminton Centre
Time:	Saturday 1.45 – 5.15
Dates:	Term 1: 25 th Feb – 1 st April Term 2: TBC
Cost:	Team entry fee is \$135
Register Via:	Entry form to jo@badmintoncanterbury.com

ABOUT:

- This as a social, entry level event for our **non rep players. Anyone that played NZJTC in 2022 is not eligible to enter.**
 - Provides an opportunity to play some games against children from around Christchurch.
 - Players are given the opportunity to learn to umpire with support provided
 - Teams can be entered as a club or a group of individuals
 - Team manager is responsible for
 - Ensuring players are there each week
 - Filling in the tie sheet before start of play
 - Ensuring play starts on time and warmups are limited to 2minutes
 - Passing on any communication from BC
 - Paying the team invoice - they can collect this fee from players as they see fit (NB: If it is a club team – invoices will go to the club)
 - Ensuring the tie sheet is completed correctly
 - Sending a copy of the tie sheet to jo@badmintoncanterbury.com at the completion of play
-

FORMAT:

- Teams are made up of 3 members (not defined by gender)
- Players receive one singles and two doubles per week
- NB: teams can include more than 3 players and they can play on a rotational basis in order of strength.
- Games are played as the best of three sets to 21 however if time is running out, third set can be played to 15 points only
- AS20 shuttles to be used.

SCHOOL HOLIDAY DEVELOPMENT PROGRAMME

Venue:	Badminton Canterbury
Time:	TBA
Dates:	TBA
Cost:	\$20 per 2-hour session
Register Via:	Friendly Manager

ABOUT:

- An opportunity for children to 'have a go' at badminton – no experience necessary
 - Also suitable for children that have more experience and are looking for a holiday activity
 - Morning or afternoon sessions held at a date to be confirmed closer to the time – this is dependent on coach and hall availability.
-

FORMAT:

- Fun warm up games
- Some skill-based coaching, determined by ability of the players
- Game time on court

APPLICABLE FOR ALL PEOPLE PLAYING BADMINTON IN CANTERBURY

1. The players will follow instructions and directions given by the Badminton Canterbury Association (BC), any of our clubs, coaches, manager's or team captains.
2. Players will maintain consideration and respect towards the public, coaches, officials and other athletes regardless of race, national or ethnic origin, religion, age, sex, sexual orientation, marital status, family status or disability.
3. Treat their opponents with respect; show good sportsmanship by winning with humility and losing with dignity; respect the decisions of officials; and recognise the efforts of all team-mates or opponents.
4. Players will have good court etiquette and respect other members playing in the hall.
5. Players will not partake in any form of harassment (any form of comment, conduct, or gesture directed toward an individual or group of individuals, which is insulting, intimidating, humiliating, malicious, degrading, or offensive)
6. The player will not do anything, which would or might be likely to bring the BC Association or Club, any member of BC or Club, or any sponsor of BC or Club into disrepute. This applies both on and off the court.
7. The player will not partake in unacceptable behaviour. Examples of such behaviour are set out below:
 - 7.1. Not practicing the principles of fair play - at all times.
 - 7.2. Abusing court officials, coaches, managers, spectators or fellow players by verbal or sign language.
 - 7.3. Not using one's best efforts to win a match.
 - 7.4. Consumption of alcohol (minors) or excessive alcohol (seniors) or drugs.
 - 7.5. Misbehaviour or unacceptable behaviour at tournaments or accommodation.
8. If there is any damage to property at BC or your club premises, then the individual will be accountable for this. If no one takes responsibility, then the collective of individuals participating at the time will be responsible.
9. Any incidences that need to be dealt with will be done so by the Association or Club, according to their guidelines.
10. Take full responsibility for your own personal items – BC or Clubs will not be accountable for any loss of or theft of belongings.
11. Report any incidences to your club or team manager immediately and to the BC office as soon as practical.
12. Report any Health and Safety concerns to your club or team manager immediately and to the BC office as soon as practical.

APPLICABLE TO PLAYERS REPRESENTING THEIR ASSOCIATION OR CLUB WHILE TRAVELLING

1. To be selected for a travelling team is an honour and there are expectations on all individuals to ensure that they support the other players in their team and behave in a professional manner.
2. Any indiscretion, which relates to 6 (d) above, will result in the player being sent home at their own expense, after the team coach/manager/captain has advised the individuals parents (where appropriate)
3. Players acknowledge that the team coach/manager/captain shall have absolute authority over the conduct and behaviour of the player during the time the team is away, and the team coach/manager/captain decision is final in all matters relating to the conduct and behaviour of the player.
4. If there is damage to any property while representing the Association or your Club, for which no one will take responsibility, the whole team will be required to contribute to the costs.
5. Any fines imposed from Badminton New Zealand on the team or individual will be the responsibility of the individual/s involved.

ROLES AND RESPONSIBILITIES:

JUNIOR SUB COMMITTEE: NOT CURRENTLY OPERATING

- Formed by nomination process at start of year. Selected by board and Junior Convenor by end of February.
- To support the junior convenor where necessary (Junior Convenor Role not currently filled)
- To organising fundraising opportunities and work out rosters/supplies etc
- Keep track of families that have worked at fundraising events as money is allocated directly back those that supported the fundraising.

SELECTORS

- Two independent selectors to be appointed with the third being the team coach. These are to be advertised for and selected by BC and convenor.
- Be aware of and adhere to the selection criteria
- Have open lines of communication amongst each other.
- Ensure players are held accountable to selection criteria and any approval of variances are agreed amongst yourselves and reported to the Junior Convenor for recording purposes
- To track players performances at tournaments and interclub
- Liaise with the junior convenor and office as to the number of teams to be selected.

COACHES

- Run pre-season training and junior squads throughout the season (1 - 2 per week)
- Keep an attendance register via Friendly Manager to aid in team selection.
- Work with appointed selectors to organise teams
- To run a fitness session such as the beep test (as a base measure at the start of the season) for selection purposes. The results are to be shared amongst selectors
- To agree at the start of the season with the other selectors on the number of people travelling within each team
- To implement a coaching programme that develops each player and the team to a level of standard required for the competition.
- To provide an excellent role model by always setting an example of good conduct through dignity and respect for everyone.
- To assist the Manager during both training and competition with the administration of the team.
- To support the players during the competition (Both teams and individuals) by providing coaching, guidance, and encouragement.
- To select the team for each tie within the requirements requested by the Tournament Officials. To meet all the guidelines and requirements of the Tournament Officials.
- To provide a report at the end of the competition to Badminton Canterbury
- To invoice the office for work completed within the month
- Team coaches are appointed by the convenor and BC

OFFICE

- In discussion with Junior Convenor the office will enter teams, arrange for hire of the vans and make accommodation and travel bookings as requested
- Attend to all invoicing of players and inform Junior Convenor and Selectors of any non- payment
- Will apply for all funding options available in a timely manner on behalf of the junior teams. If successful, funding will be passed onto the players

- Organise the following for away ties: team bag which includes first aid kit, shuttles, team tracksuits, fuel cards, pre-payment of expenses such as mini vans and accommodation
- Record and distribute team jackets

PLAYERS RESPONSIBILITY

- To pay training fees at the start of the training block
- To pay/or set up a payment plan for tournament costs prior to the event. An estimate of costs will be provided by the Junior Convenor and invoices sent out. Any refund or extra invoice sent will be made closer to the tournament date.
- To ensure you receive/read and respond where appropriate to all communication from Badminton Canterbury such as the newsletter, private emails, Facebook communications.
- Please inform the Office on office@badmintoncanterbury.com if you are not receiving information
- To show good sportsmanship and respect towards other players, coach and officials
- To agree to play in Canterbury Badminton team shirts these can be ordered through the office at your own cost, or borrowed
- Players playing in Mainland Teams will be required to wear a Mainland Rep Shirt and Black shorts.
- You must provide your own black shorts or skirt for playing
- To return supplied team jacket, clean and undamaged. Otherwise, you will be invoiced. Bond for jacket may be charged.
- To notify team manager and junior convenor on any personal plans to travel to ties.
- It is the expectation that the team travels and stays together unless prior discussion is made 2 months in advance. Otherwise, you may be invoiced for any bookings already made by the office.
- To cover all costs involved i.e., travel, accommodation, food and training fees (minus any funding grants or money raised by the team). Please note a refund is not possible for trainings missed.
- To agree to cover their share of the travel and accommodation costs of a travelling coach and manager

TRAINING ATTENDANCE REGISTER:

- Attendance registers are kept via Friendly Manager to aid selectors in making their team decisions.
- These are not kept for invoicing purposes.

JOB DESCRIPTION: TEAM MANAGER – JUNIOR TEAM

KEY POSITION STATEMENT

- Handles the managerial tasks of the team (on court) to help ensure an orderly and efficient operation of the team that enables a performance of the highest possible quality.
- To work with the team Coach to sufficiently support the players off court.

APPOINTMENT CRITERIA

- NB: Where possible we will look to have a gender mix between Coach and Manager's positions for each team. Where this is not practical or the best solution, we will ensure there are sufficient males/females across the travelling Coaches and Managers to be able to support the players
- Will have the relevant organisational, management and people skills
- Available to travel to the tournament & attend training sessions where possible
- Ability to look after and discipline children as appropriate
- Ability to communicate with the Coach and Development Manager and discuss any issues
- Appointed by BC staff after gaining expressions of interest or after being approached to do the job by BC
- Will be police vetted by Badminton Canterbury
- Will need to complete the Safe Guarding Children module through Sport Tutor

DUTIES

TOURNAMENT PRE-PLANNING

- Receive briefing/information from BC
- Assist Development Manager (You are likely to have more interaction with the parents/players) with
 - finalising travel plans
 - organising team uniform
 - identifying accompanying parents
 - confirming helpers and responsibilities
 - ensure all players have BC playing top and hoodie/ or BC Jacket
- Collect first aid kit
- Collect Prezy Card to access grocery/fuel funds while away
- Plan menu's for while away with other managers/parent helpers/Coach and Development Manager
- Attend Managers meeting at the Tournament Venue at designated time and hold a meeting with players to pass on any information.

CARNIVAL/TOURNAMENT – ON COURT/AT VENUE

- Attend Managers briefing at the start of the event and pass on relevant information to the players
- Ensure coach lodges team lists on time
- Ensure team briefings are being held pre/post ties
- Collect tie sheet and shuttles (if not supplying our own) upon arriving at the hall
- Liaise with opposition team manager regarding umpiring duties/line judges for the tie
- Ensure score sheets are being completed correctly by umpires and tie sheet is updated with match results.

- Return tie sheet to tournament referee/officials upon completion of the tie.
- Collect up remaining new shuttles and divide evenly with opposition team
- Collect up our share of used shuttles to be brought back home for training.
- Organise transport of players to/from venue
- Support players and coach
- Keep records of the tournament
- Ensure players are
 - Supporting their team
 - Keeping off their phones
 - Not distracting line judges
 - Wearing correct uniform
 - Tidying up any mess
 - Being respectful to everyone
 - Notifying a coach or manager if they are needing to leave the team area
- See BC's Visions and Values document for more on expected behaviours of our players

CARNIVAL/TOURNAMENT – OFF COURT

- Manage funds according to the budget
- Support players – for some this is their first time away from their parents
- Help prepare snack box to take to the hall
- Ensure players are
 - Showering
 - Getting their washing handed in
 - Getting enough sleep
 - Eating properly
 - Being respectful and inclusive of other players
 - Obeying the team rules e.g. not leaving the premises without notifying the manager or coach
 - Assisting with cooking/washing up
 - Obeying accommodation rules
 - Having fun

AFTER TOURNAMENT

- Provide receipts for any funds spent on Prezzy cards
- Aid in the return of team jackets and loaned BC playing shirts
- Return First Aid kit
- Return any unused new shuttles
- Return any training shuttles collected
- Provide a report on any recommendations for next year

REPORTING:

- A post tournament survey will be sent to you for completion

SKILLS, EXPERIENCE AND ATTRIBUTES

- A friendly, approachable nature
- Positive, enthusiastic, organised and reliable
- Understanding of cultural differences. Badminton is a popular sport in many ethnic communities, so you need to be comfortable engaging within those

FINANCIAL DETAILS

THE FOLLOWING COSTS ARE EQUALISED AMONGST THE PLAYERS

- Travel to/from the tournament venue
- Travel to/from the hall while at the tournament
- Accommodation while at the tournament
- Breakfast/lunch and dinners on day's of participation at the tournament
 - Food while travelling to from tournament venue is at your cost

All other expenses are the responsibility of the Manager

CHECKLISTS

TASK LIST FOR NATIONALS	DATE REQUIRED BY	DATE COMPLETED
Hold parent information evening in conjunction with Jo – estimate of costs to be provided to parents for Nationals Tournament	Nov 2022	19 th Nov
Appoint junior selectors in conjunction with the board for U13 teams	28 th Feb	
Enter teams	March	
Appoint Team Managers	31 st March	
Police check coaches/managers	30 th April	
Ensure managers have collected signed player agreement and COC – maybe done via online form	15 th May	
Ensure Managers have sorted Playing Tops for players	30 th May	
Accommodation is booked		Nov 2022
Flights are booked (Group Booking for 51 PAX)		Nov 2022
Hold pre tournament parent meeting	June 2022	
Check travel and accommodation bookings – done by the office	31 st March	

GENERAL DUTIES	DATE REQUIRED BY	DATE COMPLETED
Communicate with junior sub-committee regularly		
Deal with player/parent/coach issues (Seek assistance from BC if required and keep BC informed)		
Provide a monthly report to the board to keep them updated		
Work with committee to organise any fundraising opportunities		

TASK LIST FOR SOUTH ISLANDS	DATE REQUIRED BY	DATE COMPLETED
Hold parent information evening in conjunction with Jo – estimate of costs to be provided to parents for South Islands Tournament	June	
Appoint junior selectors in conjunction with the board	1 st April	
Liaise with the selectors and office as to the number of teams to be entered into SOUTH ISLANDS	30 th May	
Ensure managers have given player agreement and Code of Conduct out	June	
Ensure managers have collected signed player agreement and COC	June	
Ensure all players are aware to enter Individuals separately through Tournament Planner. Team's will be entered by BC. Coach and Manager to encourage all players to enter all 3 events (Singles, Doubles, Mixed with a member from their team where possible)	Sept	
Appoint managers to teams for South Islands and give info sheet	August	
Ensure Managers get orders for team playing tops	May	
Check travel and accommodation bookings – done by the office	NA for 2023	

GENERAL DUTIES	DATE REQUIRED BY	DATE COMPLETED
Provide BC with signed player agreements – hold a copy yourself		
Communicate with junior sub-committee regularly		
Deal with player/parent/coach issues (Seek assistance from BC if required and keep BC informed)		
Provide a monthly report to the board to keep them updated		
Work with committee to organise any fundraising opportunities		

SPONSORS AND FUNDERS

Badminton Canterbury are grateful for and acknowledge our Junior Program funders and commercial sponsors. We would encourage anyone associated with our Junior Program to support these businesses wherever possible.

If any individuals representing Canterbury or Mainland at the Nationals or South Island Event wish to apply for funding for themselves individually, here is a link to some information

<https://ccc.govt.nz/culture-and-community/community-funding/youth-development-fund/>

If anyone is able to provide sponsorship or prizes for junior tournaments, then please contact jo@badmintoncanterbury.com



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