



Badminton Canterbury

JUNIOR HANDBOOK 2026

This handbook is designed to help parents and players understand the junior badminton opportunities offered by Badminton Canterbury, from beginner programmes through to representative teams.

PARENT QUICK GUIDE

This section provides a quick overview to help families understand where their child fits and what to expect.

- Ages 8–18 can participate in Badminton Canterbury junior programmes.
- Players can start at Shuttle Time and progress through local competition to representative teams.
- Progression is based on readiness, not automatic selection.
- Commitment, behaviour, and attendance are as important as playing ability.

JUNIOR PLAYER PATHWAY OVERVIEW

Typical progression pathway:

Shuttle Time → Abilities Tournaments → Age Group Championships (Division 2) → Age Group Championships (Division 1) → Tier 2 Training → Tier 1 Training → Representative Teams

PROGRAMME OVERVIEW – WHERE DOES MY CHILD FIT?

Shuttle Time: Beginner to developing players learning the fundamentals.

Abilities Tournaments: First experience of competition in a supportive environment.

Division 2 Championships: Club and school players developing competitive skills.

Division 1 Championships: Players aiming for representative selection.

Tier 2 Training: Developing competitive players.

Tier 1 Training: Invite-only high-performance training.

BALANCE IS BETTER PHILOSOPHY

Badminton Canterbury follows Sport NZ's Balance is Better philosophy, encouraging enjoyment, skill development, and participation in multiple sports.

GRASSROOTS PROGRAMMES

SHUTTLE TIME

For players aged 8–18 who are new or developing. Inclusive, fun, and skill-based. No trials required.

COMPETITION OPPORTUNITIES

ABILITIES TOURNAMENTS

Abilities Tournaments introduce players to competitive badminton in a supported environment.

4 different tiers catering from beginners to representative players.

CANTERBURY AGE GROUP CHAMPIONSHIPS

Division 2: For club and school players not yet seeking representative selection.

Division 1: Required for players wanting to trial for representative teams.

OTHER SCHOOL BASED, ASSOCIATION AND CLUB EVENTS

Koru games, AIMS games, weekly school sport, club events, South Island Secondary School Championships etc

REPRESENTATIVE BADMINTON PATHWAY

Representative badminton involves higher commitment, travel, and costs. Selection is competitive and based on multiple criteria.

TRAINING PROGRAMMES

Tier 2 Training: Open registration for developing competitive players.

Tier 1 Training: Invite-only programme with higher expectations.

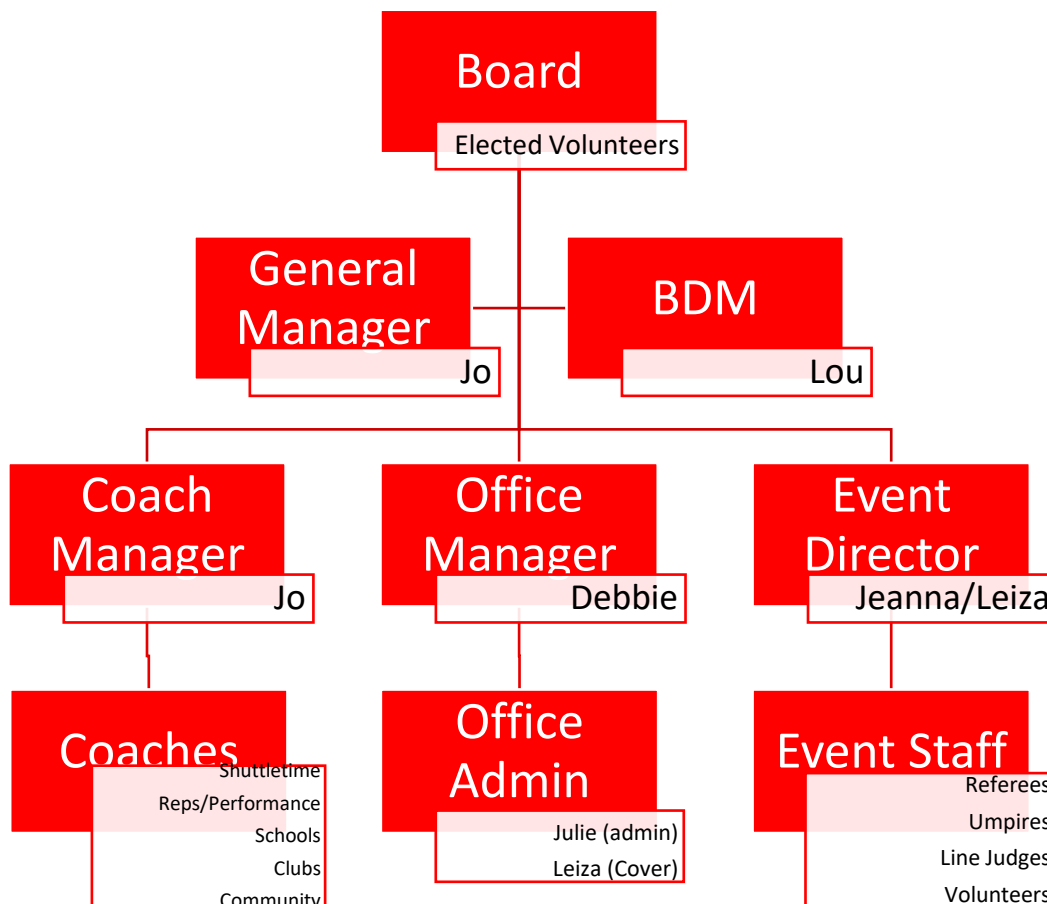
CODE OF CONDUCT

BC expects all players to abide by the BC Code of Conduct, this can be found online at www.badmintoncanterbury.com.

Parents are expected to demonstrate good Sideline Behaviour. Information on this provided by Badminton New Zealand and is visible in our hall.

FURTHER INFORMATION ON BC, PROGRAMMES AND CRITERIA

ORGANISATION STRUCTURE



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 administration office@badmintoncanterbury.com
For general enquires, court bookings, account enquiries.

Office Manager debbie@badmintoncanterbury.com

General Manager/Coach and Development Manager jo@badmintoncanterbury.com

Business Development Manager lou@badmintoncanterbury.com

Events leiza@badmintoncanterbury.com

Jeanna (St Paddy's and Canterbury Open) jeanna@badmintoncanterbury.com



	Player Pathway	Junior Event Pathway	Adult Event Pathway
National	NZ National Squad NZ U19 Performance Squad NZ U15 Development Squad	World Juniors NZBL NZ Individual Age Group Championships New Zealand Junior Team Championships - NZJTC NZ Secondary Schools Championships Other Association Age Group Championships	International Events New Zealand National Championships Inter Association – Division 1 and 2 (Wiscden/Szangier) NZ Tour Events (Canterbury Open) NZ Masters Championships
Performance - Mainland	Mainland Teams to compete at NZJTC Mainland Development Programme • U15 or U17/19 squad • U17 Development Programme BNZ	South Island Junior Team Championships – SIJTC South Island Age Group Championships Regional Derby – U17s Other South Island Association Events South Island Secondary School Teams Event	Inter Association – Division 3 Neil Cup Other South Island Association Events Mainland Badminton League South Island Masters
Performance - Canterbury	Association Senior Representative Programme Association Junior Representative Programme • Term 1 – Pre Season Training • Term 2 – Training for NZJTC • Term 3 – Training for SIJTC	Abilities Tournament – Tier 1 and 2 BC Individual Age Group Championships – Div 1 Canterbury Secondary School Individuals – (Championship Event)	St Patrick's Day Tournament (Open and B Grade) B & C Grade Championships Super Series Canterbury Closed Champs Doubles 1 and 2 Club tournaments and events Canterbury Masters Champs - Open
Development	Development Programmes • Delivered by Accredited Coaches • Delivered by association/clubs/academies • Includes para badminton	Abilities Tournament – Tier 3 and 4 BC Individual Age Group Championships – Div 2 South Island Secondary School Teams Event Canterbury Secondary School Individuals – (Cup Event) AMS Games	Thursday Social Grade Club tournaments and events Social Drop In Ladies Drop In Canterbury Masters Champs – B Grade
Foundation		Abilities Tournament – Tier 3 and 4 BC Shuttle Time Programmes incl. In-school delivery Club badminton/tournaments AMS Tuesday Sport – Primary Sport Canterbury South Island Secondary School Teams Event Koru Games Holiday programmes	Juniors – Under 19 as at 31 Dec Adults – Generally 19+ however players turning 15 during the year may be included. See Senior Handbook for further information

Updated July 2025

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 Limitations:

- U13, U15, U17 and U19 Sanctioned Events will have a four-year participation window, i.e., players must be turning either 9, 10, 11 or 12 to participate in Under 13 events.
- Senior Events (including Internationals) will be restricted to players turning 15 or older.
- National Events will have the same restrictions except for Under 13s that must be turning 10, 11 or 12 (a three-year participation window).

Guidelines for Ages of Participation:

- Under 13s – Players who turn 9, 10, 11, 12 in the year of competition. National events to be 10, 11, 12 only.
- Under 15s – Players who turn 11, 12, 13, 14 in the year of competition.
- Under 17s – Players who turn 13, 14, 15, 16 in the year of competition.
- Under 19s – Players who turn 15, 16, 17, 18 in the year of competition.
- Seniors – Players who turn 15 or older in the year of competition.

Badminton New Zealand has an exemption process in place so that Associations can apply in exceptional circumstances for a player to compete above their eligible age.

Age Group Exemption Process:

- The request must be submitted by Associations no later than 7 days prior to the Event Entries closing through the following form <https://badminton.org.nz/events/age-dispensation/>
- Requests will not be considered if received directly from parents or players.
- Upon receipt of the form, Badminton New Zealand Balance is Better Lead - Donna Trow will engage in conversations with the Association and relevant Badminton New Zealand staff members before reaching a final decision. **Note that it is intended that this process is collaborative, however a high bar for approval will be required.**

GRASSROOTS PROGRAMMES

SHUTTLE TIME

Shuttle Time is a Badminton World Federation (BWF) programme that runs internationally. Full information can be found at [Shuttle Time](#).

We run sessions out of Zhu Badminton Centre, Lincoln Events Centre, Bishopdale YMCA and our hall at 220 Pages Road, Wainoni.

Inclusive programme catering to all physical abilities, for children 8 – 18 years of age.

For more information please contact our office.

COMPETITION OPPORTUNITIES

ABILITIES TOURNAMENT

Our Abilities Tournament is now a popular event in our calendar – with 5 taking place over the season. This event is particularly designed as an entry level tournament for players wanting to get a feel for competitive badminton and provides them with support and an opportunity to learn how to umpire. Shuttle Time players are encouraged to progress to entering this event.

- Players get a minimum of 3 singles and 3 doubles per tournament.
- Players get support with learning how to umpire correctly.

Venue	Badminton Canterbury, 220 Pages Road
Time	Saturdays 8.30 – 5pm approx
Dates	15 Feb 29 March 28 June 20 Sept 1 Nov
Cost	\$35 per event
Entry	www.tournamentsoftware.com
Full T & C	Can be found in tournament prospectus www.tournamentsoftware.com

Four tiers of play catering to players 8 – 23 years of age

Beginners	Primary and Intermediate School Age New to game/match play. Shuttle Time Players Learning to umpire
Intermediate	Intermediate - Secondary School Age Silver/Gold Shuttle Time Level Players Confident enough to umpire Tier 2 U13/15 Rep Squad Players
Rep Tier 2	Tier 1 U13 Rep Squad Players Tier 2 U17/19 Rep Squad Players
Rep Tier 1	Tier 1 U15/U17/19 Rep Squad Players

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

CANTERBURY AGE GROUP CHAMPIONSHIPS – DIVISION 1 AND 2

A competitive event catering to high school and club players (Division 2) through to representative level players (Division 1)

Venue	Badminton Canterbury, 220 Pages Road
Time	Saturday 8.30 – 7pm approx Sunday 8.30 – 5pm approx
Dates	U15/19 Champs – 23 – 24 th May U13/17 Champs – 8 – 9 August
Cost	TBC
Entry	www.tournamentsoftware.com
Full T & C	Players can play up one age group i.e. U13 players can enter U15 Championships

Division 1	All competitive players. Representative level players must play Div 1
Division 2	Suitable for high school and club players

OTHER SCHOOL BASED, ASSOCIATION AND CLUB EVENTS

Throughout the year other badminton opportunities present themselves through primary and secondary school events

- AIMS Games
- KORU Games
- South Island Secondary School Champs (Teams and Individuals)
- Club based tournaments and events
- Other association championship events

For further information contact your school sports director, local club or the Badminton Canterbury Office.

REPRESENTATIVE BADMINTON PATHWAY

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 to compete in the South Island Junior Team Championships (SIJTC) and the New Zealand Junior Team Championships (NZJTC)

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. Over the past couple of years Badminton New Zealand have allowed us to enter 'Mainland Teams'. Mainland is the term used to represent the combined South Island Associations.

South Island Junior Team Championships (SIJTC)	2 – 3 October Badminton Canterbury	Stepping stone to larger National Event. Selected by Regional Coaching Days
New Zealand Junior Team Championships (NZJTC)	5 – 8 July Palmerston North	U13 - Representing Canterbury - Selected from Regional Coaching Day U15/17/19 - Representing Mainland - Mainland refers to collective of South Island Associations - Selected by invitation to MLD Development Squad camps

COMPETITION FORMAT

The number of matches played per tie is indicated below:

	Boys Singles (BS)	Girls Singles (GS)	Boy's Doubles (BD)	Girls Doubles (GD)	Mixed Doubles (XD)
South Island U13/15/17/19	2	2	1	1	2
NZJTC U13	2	2	1	1	2
NZJTC U15	4	4	2	2	4
NZJTC U17	2	2	2	2	4
NZJTC U19	2	2	1	1	2

BC TIER 1 AND 2 JUNIOR PROGRAMMES

Objective	Build a culture where representing Canterbury is an honour and motivate players to join Tier 1 programmes. Align with BNZ Themes
Tier 1	Invitation only. Players are selected based on performance, attitude, commitment and behaviour.
Tier 2	Open to all players of Silver Standard and above. Players register via www.badmintoncanterbury.com/fm

PROCESS FOR BC TRAINING SQUAD SELECTION

U13/15 Tier 1 Selection	Post BNZ Mainland Development Camp (held early November)
U17/19 Tier 1 Selection	Based on previous season's performance, with a further opportunity after Mainland U17/19 Camp held February
Parent Notification	Via email to all parents of selected Tier 1 players – invoiced upon naming of squad
Acceptance	Players have 2 weeks to accept their place in Tier 1 squad and pay their invoice
Tier 2 U13/15/17/19	Registration open to public via www.badmintoncanterbury.com/fm . Should be of 'Silver' Standard or above.
Notes	Selection into tier 1 squad does not guarantee placement into top age group representative team. Teams are selected based on commitment, performance, behaviour and attendance. Players can seek feedback on selection decisions and what they can improve on by emailing jo@badmintoncanterbury.com BC has the right to move players up into the Tier 1 squad as they see fit throughout the term. Team selections will be made camps – check details with Mainland Badminton.

PROCESS FOR TRIALS FOR CANTERBURY/MAINLAND NZJTC

U13	Players should register their interest in representative badminton through BC Player Login Players to attend Regional Coaching Days
U15	Mainland Development Squad named by Mainland Selectors following previous years performance at NZJTC, SI Junior Team/Individual Champs, and BNZ Camp held in November. Additional players may also be considered following association nomination.
U17/19	Mainland Squad named by Mainland Selectors following previous years performance at NZJTC, SI Junior Team/Individual Champs. Additional players may also be considered following club/association nomination.

SELECTION CRITERIA U13/15 PROGRAMME

Factor	Expectation
Commitment to BC Training	Attendance and communication in previous season
Behaviour and Sportsmanship	Follow BC Code of Conduct on/off court, respect coaches, teammates and staff.
Coachability	Receptive to feedback, willing to try new concepts, effort to improve
Skills	Technical and tactical skill level
Attendance	≥ 80% per term, unless pre-approved absence
Fitness	Maintain good general fitness, assessed each term
Goals	Work on SMART goals
Parental Support	Required
Financial Standing	Must be an affiliated member of a club or hold direct affiliation to BC, must be in good financial standing with their club and BC

SELECTION CRITERIA U17/19 PROGRAMME

As above with added:

Factor	Expectation
Self-Management	Warm up/cool down independently, manage belongings, compete under pressure, show resilience in defeat.
Leadership	Be a positive influence; encourage and support teammates

ADDITIONAL NOTES FOR TEAM SELECTIONS

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.

Players in BNZ Squads are pre-selected into the top teams for their respective age group

Players to sign a player's contract via online form

Deposit payment required

All players wanting to represent Canterbury or Mainland need to enter the Canterbury U15/19 age group Championships

Team selection takes into account positional balance within the team (not have a team full of singles specialists)

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/Mainland 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.

BC TRAINING PROGRAMME

BC Term 1 – Pre Season Training

Monday 2 Feb – 30 March

BC Term 2 – NZJTC Training

Monday 20th April – 29th June – 9 sessions

- No Session 27th April – ANZAC Day (Observed)
- No Session 1st June – Kings Birthday

BC Term 3 – SIJTC Training

Monday 20 July – 21 September

- Format may change to the below

Age Group	Tier	Entry	Time	Cost	Coach
U13/15	1	Invite only	4 – 6pm	\$185	Cici Xie
U13/15	2	Register online	4 – 5.30pm	\$139	Jono Smith
U17/19	1	Invite only	5.30 – 7.30pm	\$185	Willie Chen
U17/19	2	Register online	5.30 – 7.30pm	\$185	Elly Li

Tier 2 training in term 1 is open to anyone of 'Silver' standard or above on the Shuttle Time Badge System.

BC TRIALS/REGIONAL COACHING DAY

NZJTC

Selection for the NZJTC U13 Representative programme takes place out our Regional Coaching Days and also at pre-season training in Term 1. Regional Coaching Days are also open to any player of a 'Silver' standard on the Shuttle Time badge system who wants some extra coaching.

REGIONAL COACHING DAY U13	
Venue	Badminton Canterbury, 220 Pages Road
Dates/time	8 Feb 1 – 5pm
Dates/time	8 March 1 – 5pm
Cost	\$25 per day
Entry/Registration	www.badmintoncanterbury.com/fm

U15/17/19 age groups are selected through Mainland from a combination of performance at training camps held January/February as well prior player knowledge (for those that are unable to attend).

Invitations to attend those training camps is based on players performance in the previous season at South Island Junior Team/Individual Championships (approx. October) and also from club nominations for any new players.

SIJTC

All selections are based on current season performance plus attendance at the Regional Coaching Day

REGIONAL COACHING DAY U13	
Venue	Badminton Canterbury, 220 Pages Road
Dates	7 June (TBC)
Dates/time	U13/15 Players 9 – 12pm U17/19 Players 1 – 4pm
Cost	\$25 per day
Entry/Registration	www.badmintoncanterbury.com/fm

2026 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	17 – 18 July
Canterbury U15/19 Championships	23 - 24 May
Otago U15 Championships	16 – 17 May
Southland Open	9 – 10 May
Canterbury Open/NZ Tour	21 – 23 August
Canterbury U13/17 Championships	8 – 9 August
Southland 19 Championships	15 August
Otago 17 Championships	5 – 6 September
South Island Age Group Championships U13/U15/U17/19	4 - 5 October

Unsanctioned South Island Events are:

Otago U19 Championships	16 – 17 May
Southland U13 Championships	13 June
Southland U15 Championships	15 August
Southland U17 Championships	13 June
West Coast – Open/B Grade/U19	13 June
West Coast – U13/15/17	14 June
Otago U13 Championships	5 – 6 September

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.

ROLES AND RESPONSIBILITIES:

SELECTORS U13 AGE GROUP

- Selectors are made up of the coaches and an independent person. These are to be advertised for and selected by BC.
- 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 Coach and Development Manager 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.
- To assist coaches at Regional Coaching Day's by organising comparable games to be played

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 the Coach and Development Manager 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 Coach and Development Manager 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 the 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

We are always needing team managers to travel away with the children, if this is something that is of interest to you, please read the below job description.

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 Safeguarding 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 Prezzy 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 days 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.

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>)

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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