



Tournament Convener Position Description

The Role

The Tournament Convener is responsible for coordinating the delivery of Masters Events.

Key Accountabilities

The Tournament Convener will:

- Assist in the preparation and organisation of Masters Events
- Oversee the delivery of Masters Events within the rules of SV
- Ensure that teams/managers/coaches are provided with draws/rules/other at the commencement of Masters Events
- Be primary point of contact for issues arising during an Masters Events, available at all times during the event to direct enquiries to the appropriate personnel
- Support other RVP's to fulfil their duties (e.g. Competition Administrator)

Attributes

The Tournament Convener will have:-

- A strong understanding of SV rules
- Experience in the administration of competitions/tournaments/events/activities
- Strong interpersonal communication skills

Summary

POSITION:	Tournament Convener
LOCATION:	As required
REPORTS TO:	Executive Officer
STAFF MANAGEMENT:	Other RVP's at Tournaments