

How to get your team organised for UniSport Nationals

A large, light blue silhouette of a kangaroo in mid-leap, positioned behind the main title text. The kangaroo is facing right and its body is curved as if in motion.

Facilitator: Monique Smith, UniSport Australia

How to get your team organised for UniSport Nationals

PANEL SESSION

Presentations by:

- Brendan Hoey, Western Sydney University
- Matthew Sheldon-Collins, Monash University
- Hayden Atherton, La Trobe University

Q & A



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Brendan Hoey, Western Sydney University

Nationals Workflow Timeline

Have accommodation for the following year already booked based in an optimistic forecast. Also have as many team managers confirmed as possible before year end.

Trials take place throughout April for all sports requiring them. EOI's for all others. Early May is used for invite only trials in large sports or as wet weather back up.

All preliminary teams are selected by mid-May at latest and students start making payments and completing registrations.

Communications Channels established

2-4 weeks out - Final team prep including chasing outstanding payments and registrations. Confirming room allocations / holding briefing session and uniform distribution. Doing all unisport Checks etc

Snapshot Stats



WS Registration Forms Completed
XXX

WS Payments Completed
XXX

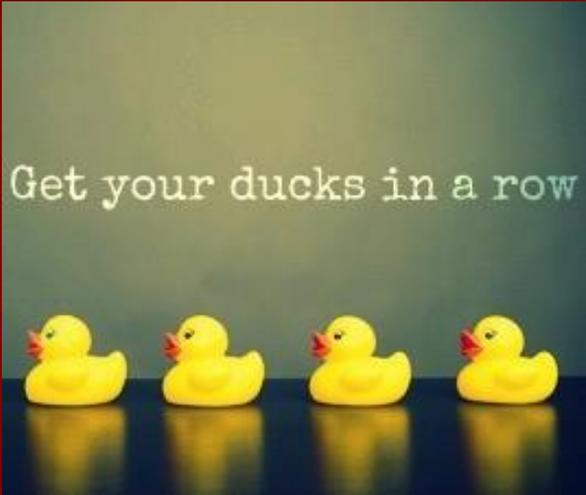
Nationals Registrations Completed
XXX

In the lead up to and during event - start to identify potential future team leaders, especially in sports we know we are losing the current team leader the following year (**Succession planning**)

Have costs budgeted and set price points for nationals events.

Year timeline mapped with deadlines for payments and registrations to be completed by, agreed to by team managers. Start to develop trial schedule.

Training sessions / IV events and payments continuing to be made. Fine tuning teams as required but final teams taking to the event decided no later than end of June. We require min + 1 without cross accreds to deem viable to take. Adjust accommodation as needed in early July. Secure support staff no later than early August.



QUESTIONS?



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Hayden Atherton, La Trobe University



LA TROBE
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SPORT



HOW TO GET YOUR TEAM ORGANISED FOR NATIONALS

HAYDEN ATHERTON





LA TROBE
UNIVERSITY
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MAIN PRIORITIES

HIGH PERFORMANCE

STUDENT OUTCOMES

STUDENT ENJOYMENT

HOW WE DO THAT

EARLY PLANNING

HIGH PERFORMING TM





LA TROBE
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SPORT



1. EARLY PLANNING

2023 - Organise accommodation

OCT 2023 - Debrief in 2023 event. What can we do better?

OCT 2023 - Receive feedback from 2023 participants

NOV - DEC 2023 - Identify high performing team managers

JAN - FEB 2024 - Consolidate high performing team managers

MARCH 2024 - TM Meeting, expectations set early

MAY 2024 - Team lists and students confirmed

MAY 2024 - Site tours



2. HIGH PERFORMING TM

+ Early communication

- Start conversations with TM at the current Nationals for following year
 - Are they studying next year, do they want to compete, are they high performing?
- Set expectations early
 - Individual meeting with TM setting expectations
- Four x meetings over the year with TM's
 - Consistent, early communication



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Matthew Sheldon-Collins, Monash University



MONASH UNIVERSITY

PREPARING YOUR TEAM FOR UNISPORT NATIONALS



UTM – TeamMONASH Staff Member

- From many years of experience, I can confirm all University Sport departments run under completely different parameters so there is no one system that works for everybody.

Team Organiser (Team Captains)

- Cornerstone for getting a team up
- Nomination & Recruitment of TO's starts in October of the previous year.
- Interview and overview of the TO role.
- If we do not have a TO in place by the end of April, we do not send a team for that sport.
- Meeting in April to go over processes and responsibilities.
- Team Organiser Manual
- Responsible for:
 - Liaison between Team MONASH & athletes
 - EOI → Trials → Team Selection → Training Program
 - Sourcing Team support
 - Coordinating Team Accommodation
 - Coordinating Team Travel
 - Coordinating Team Uniforms
 - Complete our Incident Response Training (IRT) module
 - Coordination University Off Campus Event requirements with all participants
 - They receive a small stipend

COMMUNICATION WITH YOUR TEAM ORGANISER

- Email -> Phone -> In person
- I can be contacted up to 10pm each night & weekends if required

MONASH UNIVERSITY OFF-CAMPUS EVENT REQUIREMENTS

- Incident Response Training Module for Staff & Team Organisers
- Online Participant Representation Agreement
 - Participant Personal information
- Pre-departure Briefing Module for all participants
- Event locations Information pack sent to all participants

ACCOMMODATION

- 3rd party supplier (compulsory)
- Booked in around Nov
- Monash University Subsidy \$60/night
- This is used as a deposit for the rooms

TRAVEL & TRANSPORT

- 3rd party supplier (not compulsory)
- Coordinating bookings Sport group bookings

UNIFORMS

- We have a standard design across Varsity & Clubs
- 3rd party supplier (compulsory)
- Online shop for Monash University uniforms

QUESTIONS?

