



| | |
|--------------------|--|
| Role: | Court Supervisor – Domestic Competition |
| Location: | Cessnock Basketball Association |
| Status | Casual Employee |
| Award Rate: | Fitness Industry Award (MA000094) |

Established in 1977 Cessnock Basketball has served the greater Cessnock community for nearly 50 years. Cessnock Basketball Association Inc is a not-for-profit organisation strives to develop confident players, support dedicated volunteers and deliver well-organised competitions that strengthen our community and inspire a lifelong love of sport.

Position Overview:

A Court Supervisor's primary responsibility is to ensure games run smoothly, acting as the first point of contact for members, referees, officials and visitors attending the venue. The role ensures facilities are prepared, compliant, clean and operating safely, while responding confidently to customer enquiries, operational issues and incidents during shifts. Court Supervisors play a critical role in maintaining the professional reputation and smooth day-to-day operation of Cessnock Basketball.

Description of Major Responsibilities:

- Open and close basketball facilities when rostered.
- Act as the first point of contact for all competition, facility and general enquiries during shifts.
- Provide consistent, friendly and professional customer service to members, referees, officials and visitors.
- Ensure all court setups, equipment and operational requirements are completed on time prior to competitions
- Ensure facilities are used strictly in accordance with bookings, safety requirements and operational guidelines
- Conduct regular checks of courts, amenities and equipment for cleanliness, safety and functionality
- Identify, report and escalate maintenance issues, hazards or potential breakdowns promptly
- Complete required incident reports, checklists and other administration tasks accurately and on time
- Maintain a clean, presentable and safe environment throughout each shift
- Actively participate in the implementation of basketball act policies, guidelines and procedures
- Represent Cessnock Basketball professionally at all times while on duty



Selection Criteria

- Sound knowledge of basketball, including court set up, game rules and score bench operations, with the ability to support referees, officials, and teams during competition.
- Demonstrates a high level of quality customer service and capacity to problem-solve to assist with customer enquiries.
- Ability to work well individually and as part of a team with an enthusiastic and positive attitude.
- Good interpersonal skills to effectively communicate and develop and maintain partnerships, networks and client relationships.
- Commitment to uphold and demonstrate Cessnock Basketball's mission to provide a positive and inclusive basketball environment where commitment, respect and teamwork guide every game, program & interaction.

Essential Requirements

- Senior First Aid certificate or Apply First Aid (or ability/willingness to obtain)
- Working with Children Check
- Referee accreditation or willingness to obtain