



## STATE TEAM MANAGER POSITION DESCRIPTION

**Australian Transplant Games**  
*Launceston, TASMANIA 26 Sept – 3 Oct 2026*

### Overview:

The help of dedicated and passionate volunteers is what makes the Australian Transplant Games such a meaningful and successful event.

The appointed volunteer State Team Manager per each state is responsible for coordinating a sense of “team” amongst participants from that State, including organisation and delivery of training activities, team dinners, participant support and encouraging registrations.

### Overall Responsibilities:

- Support the Registrations and Teams Manager and Transplant Australia staff team in the efficient, on-time and successful delivery of the event
- Primary liaison for participant enquiries and questions from your state
- Coordination of pre-event training activities and programs
- Encouraging and promoting participant registrations from your state
- Coordination of a State Team Dinner night 1 of the event
- Work with the Registrations & Teams Manager to finalise start lists, team allocations and groupings as necessary per sport
- Promote safe, respectful and fair participation and inclusion across the day, prioritising the health, enjoyment and wellbeing of participants and supporters, in line with sport rules, codes of conduct and event priorities.

### Required Skills, Qualities, Qualifications:

- Strong organisational abilities
- Sound understanding of the Australian Transplant Game’s purpose, operations and intent
- Strong interpersonal and oral communication skills, including the ability to collaborate with staff, athletes, parents / carers, supporters, coaches, and administrators
- Current and valid Working with Children/Vulnerable Persons Check / Blue Card.
- Complete all required education as part of Transplant Australia’s Sport Integrity Education Plan.
- 100% understanding and alignment to [TA's code of conduct](#)

## **Required Behaviours and Values:**

- Inclusion – this event is for everyone, of all abilities, backgrounds and beliefs
- To value life – both that given by donors and that received by recipients
- To view supportive feedback as essential to create future growth
- Value the well-being and safety of all our members
- To foster team-ship and mutual understanding
- To be open and transparent in all activities

## **Required Commitments:**

- Attendance and participation in pre-event online meetings, briefings and information sessions
- Pre-reading and familiarisation with sport rules and operational handbooks
- Coordination of and attendance at an agreed amount of pre-event sport training activities
- Participate in online meetings to finalise teams etc once registrations have closed
- Attendance at a pre-event in-person briefing at the Games Hub
- Attend for the full week of competition (with your own competition limited to not impede on your ability to support other participants)
- Make yourself available throughout the event to engage with participants, meet with event staff and support communications as required
- Provide detailed post-event reporting and feedback as per provided templates

## **Working Relationships:**

The State Team Manager reports to:

- ATG Registration and Teams Manager (Emmy O'Neill)

The State Team Manager works with:

- The Transplant Australia National and Event Staff team
- Transplant Australia Sports Advisory Group
- Other State / Territory Team Managers
- Sports Coordinators
- Your own State / Territory Committees

## **To Express your Interest:**

To express your interest in support the 2026 Australian Transplant Games, please complete the EOI form as per below;

[Expression of Interest Australian Transplant Games 2026 – State Team Manager](#)

*Thank you for your support and volunteering interest!*