



McKinnon Basketball Association

Position Description – Junior Development Officer

Position Title: Junior Development Officer (JDO)

Reports To: High Performance Manager

Employment Status: Part Time by agreement approx. 16 hours per week

Location: McKinnon Basketball Association venues as assigned and office on occasion

Work Pattern: Primarily afternoon and evening work, aligned with VJBL, Future Cougars, Rep Ready, Tryouts and holiday camps

Classification/Award: Sporting Organisation Award

Employment Requirements: Current Working with Children Check and any other compliance requirements as determined by MBA

Position Purpose

The Junior Development Officer (JDO) supports the delivery, consistency and development of McKinnon Basketball's junior representative pathway. The role provides on-court and off-court support across the McKinnon VJBL program, assists with coach alignment and athlete development and leads the delivery of the Future Cougars and Rep Ready programs under the direction of the High Performance Manager.

Key Responsibilities

1. VJBL Program Support

- Provide on-court support across VJBL training sessions as directed
- Work collaboratively with coaches to reinforce program standards and technical focus
- Observe athlete development and identify emerging talent
- Support implementation of McKinnon system of play and development framework

2. Coach Support & Development

- Assist VJBL coaches with session structure and delivery where required
- Reinforce alignment to McKinnon technical and tactical principles
- Provide informal, ongoing feedback to coaches
- Support delivery of coach education initiatives as directed

3. Future Cougars Program / Rep Ready Program

- Act as Head Coach and Program Lead for Future Cougars and Rep Ready, under the direction of the High Performance Manager
- Plan and deliver 1 x weekly session for each program
- Coordinate coach rosters, session plans, attendance and parent communication
- Coordinate team entry into tournaments where required and communicate with parents
- Identify and support entry-level athletes to progress into the representative pathway
- Ensure the programs are engaging, development-focused and aligned to McKinnon's player development framework



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4. Athlete Development & Engagement

- Provide feedback and mentorship to athletes across the program
- Support individual development where appropriate
- Promote standards aligned with McKinnon Basketball values

5. Communication and Administration

- Communicate professionally with coaches, athletes, parents and MBA staff
- Maintain accurate attendance, session and program records where required
- Provide updates to the High Performance Manager regarding athlete progress, coach support needs and program issues
- Support timely communication regarding program changes, rosters and venue requirements.

6. Child Safety, Safeguarding and Conduct

The JDO must:

- Hold and maintain a current Working With Children Check
- Comply with MBA Child Safety, Member Protection, Codes of Conduct and safeguarding obligations
- Maintain appropriate professional boundaries with athletes, coaches and parents
- Escalate concerns, incidents or welfare matters through MBA's reporting pathways
- Model respectful behaviour and uphold MBA standards at all times.

Additional Responsibilities

- Assist with VJBL tryouts and talent identification processes
- Support delivery of additional programs and holiday camps where required
- Contribute to ongoing program development and improvement
- Act as a positive representative of McKinnon Basketball

Skills and Experience

Essential:

- Demonstrated ability to coach and engage junior athletes
- Strong understanding of basketball fundamentals and player development
- Ability to communicate effectively with junior athletes and coaches
- Strong organisational and time management skills and able to work evenings
- Professional and reliable approach
- Valid Working With Children Check



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Desirable:

- Basketball Victoria coaching accreditation or willingness to obtain
- Experience within representative basketball environments
- Experience delivering junior development programs or camps
- First Aid certification

Performance Indicators

Key Success Measures:

- Future Cougars and Rep Ready programs are delivered consistently and professionally
- Coaches receive practical support, and alignment across the VJBL program improves
- Athlete development and talent identification are actively supported
- Communication with staff, coaches and families is timely and professional
- MBA values, behaviour standards and child safety obligations are upheld

Summary

This role supports the delivery and consistency of the McKinnon VJBL program, with a focus on enhancing athlete development, supporting coaches, and strengthening the overall pathway.

How to Apply:

Email a cover letter and your resume to James McKinnon, High Performance Manager
highperformance@mckinnonbasketball.org

Applications close Monday 11th May 2026