

2025 Queensland Team Officials Selection

Our Vision

Pathways for excellence in representative school sport

Inspiring world-class opportunities for sporting success, engagement and wellbeing

Our Focus

Pathways, People, Performance and Partners

Our Purpose

The purpose of this document is to ensure the process of selecting Queensland Team Officials is equitable and transparent. Each applicant who has submitted a completed application will be assessed by a selection panel, based on responses to key capabilities and using a shortlisting matrix, in order to be considered for a position.

Team Officials Matrix

Key Official	School Teacher (currently employed at a school)	Unattached Teacher	State School Teacher (on leave)	Non-teaching Department Employee	Community Volunteer / State / National Sporting Organisation Employee
* Mandatory Requirements	Transfer of Duty Current QCOT Registration First Aid Key Messaging Guide (Non-State Teacher)	Current QCOT Registration First Aid Key Messaging Guide	Transfer of Duty Current QCOT Registration First Aid	Transfer of Duty Current blue card First Aid Key Messaging Guide	Current blue card First Aid Key Messaging Guide
Direct supervision of students	✓	✗	✓	✗	✗
QRSS - Coach	✓	○	✓	○	○
QRSS - Team Manager	✓	✗	✓	✓	✗
QRSS - Trainer	✓	○	✓	✓	○
QRSS - Assistant Coach	✓	○	✓	✓	○
Convenor	✓	○	✓	✓	○
Co-Convenor	✓	○	✓	✓	○
Event Official	✓	✓	✓	✓	✓
Technical Official	✓	✓	✓	✓	✓

Key

- ✓ Yes, with appropriate qualifications (minimum level as required by CARA)
- Yes, with appropriate qualifications (minimum level as required by CARA) and accompanied by a registered teacher
- ✗ No

*It is a requirement that all QRSS officials complete an induction program.



Queensland Representative School Sport

APPLICATION

Applicants wishing to apply for a Queensland Team Official position must provide the following, maximum:

- Two (2) page sport specific resume with contact details for 2 referees, including email and phone contact.
- One (1) page written response addressing the key capabilities listed below.

Key Capabilities

1. **Demonstrated** experience in the particular role and sport (school sport and/or club sport) at district, regional, state and/or national level.
2. **Demonstrated** ability to work with students within a sporting context and as part of broader team.
3. **Demonstrated** understanding of the Queensland Representative School Sport vision and your role of a Team Official in improving the quality of sporting events and the student experience.

Applicants must have (or be prepared to have prior to the event/s):

- QCOT registration or valid blue card
- Current First Aid/CPR certification (valid for 2025)
- Principal / Line Manager approval via a QRSS Transfer of Duty (obtained in the year of competition)
- Concussion Training

Queensland Coaches:

- Applicants considering the role of Queensland team coach must have a minimum coaching qualification as required by CARA, or equivalent.

Queensland Trainers:

- The role of Queensland Trainer must have valid Sports Trainer accreditation.

The following additional factors will be considered for when selecting and appointing Queensland Team Officials:

- Level of qualifications
- Sport specific requirements
- Selection Panel ranking
- QRSS Management Committee endorsement



Queensland Representative School Sport

SELECTION PROCESS

QRSS Central Office Officers will assess and shortlist top 5 of applicants in order of merit for each available position to QRSS SE Committees panels, ranked 1-5. Feedback to be provided by QRSS Central Office Officers and where required, referee checks will be conducted.

QRSS Sports Executive will appoint a panel for their sports to assess the shortlisted applicants, remembering applicants cannot be on the panel. This is to ensure transparency and the assessment process must be completed by 28 October 2024. SE are to communicate who their panel members are, and access to applicants will be provided to them. The appointed panel will forward recommendations to QRSS Central Office along with any further feedback.

QRSS Central Office Officers will collate final recommendations for each sport, conduct a final audit against the Team Officials Matrix and submit to the Chair of QRSS-MC for final endorsement.

QRSS Management Committee

The Chair of the QRSS Management Committee QRSS-MC will review and endorse the panel recommendations.

QRSS Regional School Sport Officers and Districts

Regional School Sport Officers and Districts will be provided with a list of successful applicants

PROCESS

1. All applicants who have submitted a complete application (comprising of a sport specific resume and written the response addressing key capabilities) will be shortlisted and application assessed against a 5-point assessment criteria, ranking in order of merit supported by feedback and recommendations from QRSS CO and QRSS SE and where required, referee checks will be conducted.
2. QRSS Management Committee endorsement will be sought prior to appointment of positions.



Queensland Representative School Sport

Timelines

Action	Date
QRSS Queensland Team Officials EOI Open	11 July 2024
QRSS Queensland Team Officials EOI Close	02 September 2024
Shortlisting of applications by QRSS CO	7-11 October 2024
Confirmation of SE Panel	10 October 2024
Applications distributed to SE	14 October 2024
SE to assess shortlisted applicants	14-25 October 2024
SE Panel recommendations submitted to QRSS	28 October 2024
QRSS confirms recommendations	28 October – 4 November 2024
Application and appointment process endorsed at QRSS-MC	7 November 2024
Queensland Team Officials appointed	7 November 2024
Applicants notified	14-24 November 2024

