



National Coordinator of Gateball Terms of Reference

1. **Authority for Appointment.** The Gateball Australia (GA) National Coordinator of Gateball (NCGb) is authorised by the Australian Croquet Association Inc. (ACA) Board (known as the Board) to carry out the undermentioned responsibilities and functions on behalf of the Board.
2. **Appointment.** The NCGb is appointed by the Board for a period of two years at the Board meeting following the AGM. In the case of a casual vacancy, a person may be appointed to fill the remainder of the term of that appointment.
3. **Responsibilities.** The NCGb shall:
 - 3.1. coordinate Gateball across Australia;
 - 3.2. monitor and promote the growth of Gateball across Australia;
 - 3.3. publish a set of Gateball rules for use in Australia;
 - 3.4. oversee the planning, management and delivery of national Gateball events and international Gateball events as required;
 - 3.5. be, or appoint, the events manager for national Gateball events,
 - 3.6. liaise with the National Coordinator of Coaching regarding Gateball content and presentation in the national coaching program;
 - 3.7. encourage and promote the recruitment of new Gateball coaches;
 - 3.8. liaise with any Gateball committee or official of State Associations, including ensuring that, as far as possible, national, state and club Gateball tournaments do not clash;
 - 3.9. work closely with the Gateball High Performance Manager (GHPM) and act as the GHPM if there is no one appointed to the position;
 - 3.10. work closely with the National Coordinator of Gateball Referees (NCRGB) and Gateball Referee Committee as required and act as the NCRGB if there is no one appointed to the position;
 - 3.11. work closely with the ACA CEO and Staff to plan, co-ordinate, promote and deliver Gateball events, activities and programs as required;
 - 3.12. develop and submit an annual budget to the ACA Board for all national Gateball events, development programs and activities; and
 - 3.13. report to the Board as necessary (including on behalf of the GHPM and NCRGB) and provide a report to the Annual General Meeting.

In addition, the NCGb shall:

- 3.14. maintain liaison with the World Gateball Union and the Asia Pacific Gateball Union, acting as a Director of both organisations;
 - 3.15. liaise with the Gateball governing bodies of other nations, as appropriate; and
 - 3.16. liaise with the International Event Coordination Network regarding visa applications for visiting foreign Gateball teams.
4. **Management**
 - 4.1. The NCGb is responsible to the Board and accountable for all decisions made and actions taken in the performance of their duties.

- 4.2. The NCGb is responsible for reporting to the Board on behalf of the GHPM and NCRGB.
- 4.3. The NCGb shall provide reports to the Board as requested.

Authorisation

Approved by the ACA Board, 21st March 2023.