

NAB AFL SUPERKICK PROGRAM CHECK LIST



Centre Details

Centre Name

Coordinator

Pre-Program

- ☐ Liaise with local AFL Development Staff member
- ☐ Confirm details and update PlayHQ Organisation to take registrations, including all-girl groups
- ☐ Register as a Volunteer via PlayHQ
- ☐ Utilise Superkick Marketing Toolkit to promote your centre
- ☐ Download session plan and identify helpers via a PlayHQ participation report
- ☐ Email participants and helpers before session one introducing yourself
- ☐ Ensure equipment is ordered and in working condition
- ☐ Run a Parent/Guardian helper education session prior to session one
- ☐ Run a Come & Try session to encourage first time participants (this can also be week 1)

During-Program

- ☐ Ensure activities and match play are set up before participants arrive
- ☐ Complete equipment safety checks
- ☐ Provide a welcoming environment for session one and introduce yourself to all families
- ☐ Work closely and support Parent/Guardian helpers
- ☐ Continue to promote and run an all-girls group
- ☐ Continue to communicate with participants throughout program
- ☐ Direct any enquiries you can't answer to superkick@afl.com.au
- ☐ Act on any AskNicely Feedback provided by an AFL team member

Post-Program

- ☐ Turn off/hide online registrations via PlayHQ
- ☐ Send final 'Thank you' email to participants
- ☐ Review program with any other volunteers/helpers
- ☐ Provide relevant program feedback to local AFL Staff member (if applicable)