



Position Description

Position:	General Manager - Operations
Work Area:	Football and Netball Operations
Reports to:	CEO
Key Relationships:	<ul style="list-style-type: none"> • SFNL Club Officials and Volunteers; • SFNL Staff, Board and Subcommittees; • SFNL Coaches and Umpires; • SFNL Independent Tribunal Members and Investigation Officers; • 10 Local Councils; • AFL Victoria, Netball Victoria and other community league staff.
Employment Status:	Full-time. Will include work in evenings and weekends as required.
Classification Grade:	Manager
Position Overview:	The General Manager – Operations is responsible for the smooth operation of the football and netball competitions including providing football and netball services, administrative support and guidance to clubs. The role requires a willingness to establish and maintain strong collaborative working relationships with clubs and other stakeholders.

Essential Job Functions

- Provide exemplary customer service to league stakeholders;
- Provide timely advice, training and support to clubs to ensure that each remains competent and viable;
- Deliver a graded community football and netball competition for all ages and standards of footballer and netballer;
- Manage the finals series for football and netball within budget;
- Manage the Rules, By-Laws and Laws of the Game for each competition;
- Manage the operation of the independent tribunal and investigation system that protects the integrity of the competition;
- Manage the player transfer and registration process;
- Manage the Community Club Sustainability Program (Player Points System and Player Payment Rules);
- Manage the league's football and netball interleague programs;
- Identify key opportunities for sustainable growth for the league and deliver participation targets in Women's Football, Netball, Under 19s, AFL 9s, etc;
- Maintain club compliance with programs such as Good Sports and AFL Community Club Improvement Program, as well as coach and umpire accreditation;
- Manage the Child Safe Standards legislation across the league;
- Manage all staff identified as direct appointments;
- Support other league staff in the implementation of their roles as required;
- Establish and maintain relationships with Government entities in the provision of suitable facilities for all league fixtures;
- Maintain ongoing effective working relationships with AFL Victoria and Netball Victoria and maximize the services on offer to the league and its clubs;
- Manage and deliver accurate and timely reporting to the CEO;
- Support the SFL umpire's association.

Key Accountabilities

- Club viability;
- Tribunal and Investigation procedures remains effective and operational;
- Participation growth targets are achieved;
- Rules and By-Laws of each competition remain appropriate and are effectively maintained;
- Interleague squads are properly managed and competitive;
- Finals series are managed effectively and within budget.

NOTE: This position description is not intended to be all-inclusive. Employee may perform other related duties as negotiated to meet the ongoing needs of the organization.

Organisation Overview

The Southern Football Netball League (SFNL) has developed a position of considerable standing in the delivery of community sport. Each season the League conducts in excess of 1000 matches, involving 34 clubs, 110 football teams, 80 plus netball teams, over 300 umpires and over 4000 registered players.

<http://sfnl.com.au/history/a-brief-history/>

Our Vision:

The SFNL will be recognised as a quality deliverer of community based sport and an organisation that conducts itself in a manner that meets the contemporary expectations and values of the communities within which it operates.

Our Mission:

The SFNL will be a custodian and effective promoter of the code and culture of Australian Football and Netball to communities in the south-eastern region of metropolitan Melbourne. The SFNL will effectively facilitate participation in Australian Football and Netball and assume responsibility for the local health, development and image of the game.

The Role

An exciting opportunity exists to join an Australian Rules community football and netball organisation committed to developing and extending its status as a quality organisation.

Reporting to the CEO, the General Manager – Operations is responsible for the smooth operation of the football and netball competitions including providing football and netball services, administrative support and guidance to clubs. The role requires a willingness to establish and maintain strong collaborative working relationships with clubs and other stakeholders.

About You

You will be an experienced and professional manager, who leads with vision and energy. You will be able to share insights into how you have successfully overseen operations in your career. You can easily articulate the link between stakeholder engagement and exceptional operational performance.

If you are a passionate person who realises the tremendous opportunity that this role offers and want to utilise your skills and passion in the sport industry, we want to hear from you!

Key Selection Criteria

Mandatory:

- Established background in operations management within a sporting context;
- Relevant tertiary qualification(s) (Education, Business, Sports Management);
- Demonstrated ability to build dynamic and enduring relationships;
- Ability to manage an extensive network of volunteers;

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- Highly developed verbal and written communication skills;
- Demonstrated problem-solving skills;
- Highly developed interpersonal, negotiation and conflict/dispute management skills and a capacity to influence others;
- Demonstrated attention to detail and an ability to meet strict and recurring deadlines;
- Demonstrated personal initiative and ability to work effectively in a team environment;
- Developed IT skills, particularly across the Microsoft Office suite;
- Current Victorian Drivers Licence;
- Valid Working With Children Check;
- A preparedness to work extended hours, including weekends during periods when matches are fixtured.

Desirable:

- Demonstrated knowledge of AFL Victoria's Player Points System and Player Payment Rules;
- An understanding of club environments;
- An understanding of 'Footyweb' and/or the SportsTG operating system;
- Demonstrated innovation and willingness to challenge convention.

How to Apply

For additional information about the role, please contact David Cannizzo (03) 9553 5644 info@sfl.com.au.

To apply for this position please forward your application (including cover letter which outlines salary range expectations and CV) to David Cannizzo.

Only applications that respond to the key selection criteria, outline salary range expectations and submitted prior to the closing date will be considered.

The Southern Football Netball League is committed to providing an enjoyable and safe working environment that embraces and values child safety, diversity and inclusion. We encourage anyone that meets the key selection criteria to apply.

Applications close 5pm Monday 24 July 2017.