



# FOOTBALL OPERATIONS INTERN

Southern Football Netball League

**Position Title:** Football Operations Intern

**Location:** Southern Football Netball League

**Reports to:** General Manager - Operations

**Position:** Internship (voluntary)

**Applications Close:** Sunday 25 February 2018

Inc. No: A0052503J

ABN: 81 295 351 439

Level 1, 145 Keys Road

Moorabbin VIC 3189

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Moorabbin 3189

Phone: (03) 9553 5644

## Overview of the role:

The Southern Football Netball League (SFNL) is an inclusive community sporting organisation that facilitates participation in football and netball, featuring 36 Member Clubs spread across Melbourne's south eastern suburbs.

An opportunity exists for a proactive student or recent graduate who is looking for an opportunity to gain valuable football operations experience with a leading community sporting organisation. The Football Operations Intern role will primarily be focused on the operations of the League's Senior Men's and Women's football competitions, but will also include exposure to, and the opportunity to develop skills and experience in, administration and event management.

Typical tasks and responsibilities may include:

- Match day paperwork
- Tribunal management
- Best & Fairest votes
- Umpiring administration
- Accreditations
- Finals ground management
- Interleague team management
- Coordination of AFL 9s
- Assisting with policy development
- Assisting at SFNL events throughout the year
- First point of call (answering phones and greeting stakeholders)

SFNL Interns will have the opportunity to take a hands-on role during the 2018 SFNL Finals Series, which is scheduled for the months of August and September.

The successful candidate will be available 5-8 hours per week, including some weekend work, is dedicated to their personal and professional growth, and willing to positively contribute to a tight-knit, well organised team.

In addition, the SFNL will be relocating back to Moorabbin Reserve alongside St Kilda Football Club, AFL Victoria and Sandringham Dragons later in the year, which may provide further professional development and networking

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opportunities with key stakeholders in the sporting and community industry for the successful candidate.

This is an unpaid internship with an immediate start which will run until October 2018.

#### **Experience and Qualifications**

- Working with Children Check
- Drivers Licence
- Proficient IT skills
- High level communication and presentation skills
- Ability to work autonomously

To apply for this internship, please forward your resume and cover letter via email to [info@sfl.com.au](mailto:info@sfl.com.au).