



## Casual Participation Officer – Community Programs

<b>TITLE:</b>	Participation Officer – Community Programs
<b>LOCATION:</b>	Australia – Various Locations
<b>DIRECT REPORT TO:</b>	State Junior Program Officers: MiniRoos & Sporting Schools
<b>INDIRECT REPORT TO:</b>	Football Australia
<b>START DATE:</b>	1 July 2021

### Background

Football Australia is the national governing body for football in Australia. It governs all national teams (including the Socceroos and Westfield Matildas), the A-League, Westfield W-League, Foxtel Y-League, Westfield FFA Cup, National Premier Leagues and leads state, community and grassroots football.

### Purpose of Role

The role predominately focuses on Principal IV, VII, IX and X (Principals can be found [here](#)) and is based in the area of Participation. This role is responsible for the operational and delivery of sessions, relating to National Junior Participation programs (MiniRoos Kick-Off, MiniRoos Club & Schools Programs). Participation Officers may also be used to support existing programs and initiatives of Member Federations such as Walking Football, Multicultural and Women and Girls.

The role requires strong stakeholder management to help support the A-League and Westfield W-League Clubs, local associations and community clubs and the schools within the state. Further, this position requires a strong coaching and facilitator experience, with the ability to engage with children in a fun, interactive and professional manner.

### Key Areas of Responsibility

- Delivery of MiniRoos aged (4-11) participation programs and Sporting Schools (Kingergarten to Year 8).
- Further opportunity for delivery of Member Federation programs and initiatives may include; Before/After Schools, Futsal, Walking Football, Female Football Programs, Inclusion Football programs and other programs as deemed appropriate
- Delivery of Community Engagement activities including activations at A-League, W-League, Socceroos, Westfield Matildas matches/events and various local Member Zone, Association and Club events
- Assist in the delivery of Football Australia and Member Federation events including but not limited to Gala Days, Holiday Clinics, Female Football Week events etc.
- To be a reliable information source for parents, clubs, and community sites
- Delivery of general duties as deemed reasonably necessary by Football Australia.
- Always adhere to Football Australia policies, procedures and OH&S guidelines
- Always adhere to Football Australia's safe guarding children's policy.
- Identification, recruitment & promotion of all participation programs within your region.
- Develop and implement an engagement plan for the region
- Identify potential growth areas, including remote communities
- Delivery of quality customer service experiences

### Key Outcomes

- Meeting and reporting on State/Territory set KPIs by the National Junior Programs Manager (FA)
- Grow Junior Participation, engagement and reach in state
- Increase the transition rate of School participants into local Clubs/MiniRoos Participants

- Facilitate an ongoing relationship between the school and local club to ensure longevity of connection and extended opportunities for participation.
- Increase the awareness and promotion of MiniRoos as Football's introductory program(s), competitions and events
- Assist, support and promote Member Federation initiatives and programs in the MiniRoos and Sporting School programs
- Promote and instill the brand of national teams; Matilda's and Socceroo's within youth participation
- Working with A-League/W-League Clubs to execute approved fan engagement initiatives
- Overall satisfaction rating among stakeholders & beneficiaries (Member Federations, A-League/W-League Clubs, Schools, Community Clubs and Local Associations)

#### **Knowledge, skills and behaviour required**

- Experience within the game of football (player, referee, coach, and administrator)
- Ability to work independently and as part of a team.
- Positive and approachable personality
- Proficient communication skills – confidence speaking in public and delivering information
- Ability to demonstrate collaborative and inclusive approach to problem solving
- Attained the MiniRoos Coaching Certificate
- Hold a valid Working with Children Check
- Passion to develop the game of football
- Driver's license
- Ability to demonstrate collaborative and inclusive approach to problem solving
- Effective oral and written communication skills.
- Enthusiasm and a high-level of self-motivation and initiative, both independently and as a part of a team.
- Consistently proactive, taking initiative whenever possible

#### **Major interactions**

- Junior Program Officers – State based for MiniRoos and Schools
- Officers – Government funded programs
- Member Federations
- National Junior Participation Manager & National Junior Participation Coordinator, Football Australia
- A-League and W-League Clubs
- State Coaching Workforce
- Local Associations and Clubs
- Schools
- State and Local Government and Councils
- Community Service Organisations (Migrant Resource Centres, Indigenous organisations etc.)

#### **Unique Criteria (eg unique work hours, significant travel, significant periods of work remote from office)**

- Weekdays
- Weekends
- After hours
- Pending school locations, travel over one hour may be required

#### **Casual Coach Terms**

- All shifts will be of a duration of 2 hours or more
- Shifts per week are dependant on school bookings and MiniRoos sessions
- Casual coach workforces are being scoped for the entire nation – scope per zone or area is required
- Casual Coaches will come under the Sporting Organisations Award 2020
- Payment will be issued at an hourly rate of \$32.78 per hour, minimum of two hours
- Shifts will commence 30minutes prior to the start of the session to allow time for set up and a travel allowance

#### **Application Process:**

- Apply via this link: <https://www.footballaustralia.com.au/jobs/participation-officer-community-programs>