



<b>Position</b>	Ballarat FNL Football Manager
<b>Location</b>	Saxon House 1431 Mair Street, Ballarat
<b>Reports To</b>	Ballarat FNL General Manager
<b>Classification</b>	Full Time
<b>Commencement</b>	As negotiated

<b>About the BFNL</b>	The Ballarat Football Netball League is a major football netball league in country Victoria providing participation through senior, junior, and female football competitions along with senior and junior netball.
<b>The Role</b>	<p>The role of Football Manager is primarily responsible for the effective operation and management of the senior and junior football competitions of the Ballarat FNL.</p> <p>Reporting to the General Manager, the Football Manager shall collaborate with a team of operation staff to meet the objectives of the Ballarat FNL.</p> <p>This role will allow the individual flexibility to influence change and provide ideas to lead the Ballarat FNL in to a sustainable and modern future.</p>
<b>Overall Role</b>	<p>The Football Manager will:</p> <ul style="list-style-type: none"> <li>• Manage the operations of the senior and junior football competitions</li> <li>• Manage the operations of the BFNL Independent Tribunal</li> <li>• Manage the CCSP program</li> <li>• Develop strong relationships with all stakeholders, including senior and junior clubs, neighbouring leagues, local councils, partners, and umpires</li> <li>• Coordinate meetings of club contacts and coordinators through the season</li> <li>• Ensure clubs comply with the rules and policies of AFL Victoria and the Ballarat FNL</li> </ul>
<b>Experience &amp; Qualifications</b>	<p>Required</p> <ul style="list-style-type: none"> <li>• Established background in operations and management of a sporting body or similar</li> <li>• Strong stakeholder management skills and experience</li> <li>• Strong working relationship and understanding of volunteers in sport</li> <li>• Excellent attention to detail</li> <li>• Ability to work independently and meet deadlines</li> <li>• Preparedness to work flexible hours including evenings and weekends where required</li> </ul> <p>Preferred</p> <ul style="list-style-type: none"> <li>• Tertiary qualification in business, sport, or relevant fields</li> <li>• Understanding of football / netball administration at club and/or league level</li> <li>• Familiarity with competition management tools</li> </ul>

<b>Key Skills and Knowledge</b>	<p><b>Football Knowledge</b></p> <ul style="list-style-type: none"> <li>• A knowledge and understanding of community football and the landscape in which the Ballarat FNL operate is desired.</li> <li>• An understanding of the issues that impact and influence community football / netball clubs</li> </ul>
	<p><b>Relationship Development</b></p> <ul style="list-style-type: none"> <li>• Develop and sustain productive working relationships with all stakeholders, including clubs, leagues, and local councils.</li> <li>• Meet stakeholder needs including club administrators, coaches, umpires, players, and volunteers.</li> </ul>
	<p><b>Planning &amp; Organisation</b></p> <ul style="list-style-type: none"> <li>• Ability to plan objectives and implement strategies</li> <li>• Problem solving ability</li> <li>• Identify risks and challenges to implement preventative actions</li> <li>• Prepare and coordinate meetings of league stakeholders as required</li> </ul>
	<p><b>Effective Communication</b></p> <ul style="list-style-type: none"> <li>• Ability to use a range of communication methods to communicate effectively with stakeholders, such as written, verbal social media</li> <li>• Ability to anticipate stakeholder needs and communicate accordingly</li> <li>• High interpersonal skills</li> </ul>
	<p><b>Administration</b></p> <ul style="list-style-type: none"> <li>• Excellent attention to detail and presentation skills</li> <li>• Ability to use electronic and online systems to record information, process and maintain records</li> <li>• Competency with Microsoft Office, Google Drive, and other tools</li> <li>• Record keeping skills for meetings of stakeholders</li> </ul>

<b>Relationships</b>	<p><b>Direct Report</b></p> <ul style="list-style-type: none"> <li>• Ballarat FNL General Manager - Shane Anwyl <ul style="list-style-type: none"> <li>○ Board of the Ballarat FNL</li> </ul> </li> </ul>
	<p><b>Team Members</b></p> <ul style="list-style-type: none"> <li>• Netball Manager</li> <li>• MCDFNL Operations Manager</li> <li>• Administration Officer</li> <li>• Casual Staff</li> </ul>