

Position Description

SECTION 1

POSITION TITLE: Regional Development Manager- Midwest

TYPE of EMPLOYMENT: Full Time/ Fixed Term

KEY FOCUS OF THE ORGANISATION (WAFC Vision):

Connecting and enhancing WA communities through our great game by implementing the WAFC Strategic and Operational Plans.

CORE VALUES

At the West Australian Football Commission, we value

- **OUR PEOPLE**
We care for, support and develop our people
We are one united team committed to delivering our agreed objectives
Together we celebrate our successes and achievements
- **OUR RELATIONSHIPS**
We deeply value the players, volunteers, stakeholders and fans of our game
We are committed to building relationships that are enduring
We earn trust through our behaviours and communications
- **BEING OUR VERY BEST**
We strive to give our best every day
We are recognised as an organisation that gets things done
We bring passion, perseverance and a positive attitude to everything we do
- **LEADING OUR INDUSTRY**
We respect our history as we shape our future
We work in partnership to ensure football's success
We aim to set the standards for our industry

KEY FOCUS OF THIS POSITION (Why this job exists):

To administer and promote the game of Australian Rules Football throughout the Midwest Region by implementing the WAFC Strategic Plan.

REPORTING RELATIONSHIPS		
POSITION REPORTS TO:	DEPARTMENT / BUSINESS UNIT:	DIRECT REPORTS:
Manager Regional Services	Engagement and Community Football	N/A

SECTION 2	
KEY RESPONSIBILITIES/ DUTIES IN THIS POSITION	
KEY RESPONSIBILITIES	DUTIES
West Australian Football Commission Requirements	<ul style="list-style-type: none"> • Meet and exceed all WAFC directed KPI's. • Deliver on WAFC Strategic Plan and Engagement & Community Football Operational Plan as directed by WAFC Management. • Work in an environment that requires evening and weekend work (including most weekends during the competition season) as directed by your Manager. • Undertake all reporting requirements within requested timelines. • Follow all WAFC policies and procedures.
Participation & Engagement	<ul style="list-style-type: none"> • Develop opportunities and focus on growing junior, youth and female club football numbers. • Implement Auskick 2.0, provide education for parents and centre coordinators, provide ongoing support throughout the season. • Implement and support the AFL Coaching membership requirements. • Provide continuous coach education opportunities for all coaches. • Promotion and support of WAFC school programs and competitions. • Engage AFLSA's as key program deliverers. • Provide leadership and support to all leagues via face to face, phone and email mediums. • Delivery of Volunteer of the Year Program. • Delivery and Management of WAFC Club Sustainability Program using a face to face meeting focus. • Provide a support role to WAFC Talent Managers to implement Talent Pathway opportunities.

	<ul style="list-style-type: none"> • Provide local Footyweb support for clubs and leagues. • Support WAFC Indigenous and Multicultural programs.
Facilities	<ul style="list-style-type: none"> • Work closely with Local Governments and DLGSC to support local facility improvement plans. • Provide assistance to local clubs in need of facility developments. • Act as liaison with WAFC Manager Strategic Facilities and Events to ensure all clubs have opportunities to improve their facilities.
People and Culture	<ul style="list-style-type: none"> • Develop an annual Midwest Operational Plan and budget under WAFC guidelines.
Stakeholder Relationships	<ul style="list-style-type: none"> • Act as the Executive Officer and provide strategic leadership and direction to the GSRFDC maintaining regular and professional contact in line with WAFC KPI's. • Develop and maintain positive relationships with all local media outlets promoting AFL programs. • Create and maintain positive working relationships with all League and Club Committees. • Attend Community Football events and games in line with WAFC KPI's.

SECTION 3

COMPETENCIES REQUIRED FOR THIS POSITION:

<p>1. Technical Knowledge Strong knowledge of the football industry, WAFC Engagement & Community Football programs and the various stakeholders.</p>	<p>6. Initiative Taking independent action to positively influence events without receiving direct instructions whilst remaining in the limits of defined accountabilities.</p>
<p>2. Computer literate Advanced knowledge of Access, Word, Excel, Explorer, Outlook and PowerPoint.</p>	<p>7. Planning and Organising Ability to organise and prioritise a course of action for self and to accomplish goals.</p>
<p>3. Effective Communication Ability to clearly convey information and ideas through a variety of mediums such as face to face, via email and phone and a strong ability to present at meetings, in a manner that engages the audience and ensures comprehension of WAFC messaging.</p>	<p>8. Analytical Power Ability to identify priorities, issues and potential problems by integrating information from different sources and drawing logical inferences and valid interpretations from the data.</p>
<p>4. Client/Stakeholder Focus Ensuring stakeholders and clients are always properly serviced through a variety of mediums</p>	<p>9. Judgement Ability to make carefully weighted decisions and take actions based on the information available, taking</p>

such as, but not limited to, face to face, email and phone mediums.	situational constraints into account whilst always following WAFC direction.
<p>5. Teamwork Willingness to contribute to the team and to work effectively and cooperatively with other team members, in order to achieve team and organisational goals.</p>	<p>10. Problem Solving Ability to recognise a problem, identify possible causes, generate alternative solutions and select the most appropriate course of action giving full consideration to all factors.</p>

EXPERIENCE REQUIRED TO UNDERTAKE THE POSITION:

- An understanding of WA Football or other state sporting structures and systems
- Ability to lead and interact confidently with groups of participants and stakeholders
- Demonstrative ability to innovate
- Strong Computer literacy, along with Social Media comprehension
- Willingness and ability to work evenings and on weekends (this includes most weekends during the competition season)
- Current WA Drivers Licence
- WWC card
- Police Clearance
- Excellent written and verbal communications
- Demonstrated ability to operate under pressure situations whilst achieving outcomes
- A self-motivator, who achieves results autonomously or via teamwork
- Good customer relationship/communication skills
- Experience in Club and Volunteer Management and Training
- Relevant tertiary qualification or equivalent industry experience
- Ability to manage multiple budgets, financial reporting, and acquittal processes
- An understanding of regional football environments within WA Football
- Experience in training and development programs and course design
- Possess an AFL coaching and umpiring accreditation or be willing to complete the accreditation process within 6 months of commencement in the role