



## REGIONAL DEVELOPMENT OFFICER - VICTORIA (NORTH WEST) GOLF AUSTRALIA

**SPORTSPEOPLE**  
RECRUITMENT

- Work directly with clubs/facilities and district associations
- Support golf club participation growth and good governance

- North West Victoria region
- Work from home plus travel throughout the region

### ABOUT GOLF AUSTRALIA

Golf Australia is the national governing body for golf in Australia with a goal to raise the level of interest and participation in the game from grassroots golfers through to the elite levels, spectators, volunteers and associated industry bodies.

Golf Australia manages national tournaments and championships including the Australian Opens as well as rules, the national handicap system, and developing programs and opportunities to engage as many people as possible into the game. Working in a commercial and inclusive manner with government, business, and community, Golf Australia ensures the value of golf is understood and supported in all policy and business decisions. Golf is a game for life where participation contributes to a healthy Australian community.

Golf Australia is currently going through a significant period of change as an organisation as a result of the incorporation of state golf member associations into the national governing body of golf through the One Golf process.

One Golf means better and more consistent delivery of services such as Club Support, Membership, Development and High Performance Programs. These national programs will continue to be developed and expanded using the best professional resources available across Golf Australia and all the States and delivered direct to Clubs as part of One Golf.

### REGIONAL DEVELOPMENT OFFICER - VICTORIA

Reporting to the Golf Development Senior Manager - Victoria, the Regional Development Officer will work directly with clubs/facilities and district associations in the North West Victoria region to:

- Implement programs within Australian golf's participation pathway
- Increase participation and membership within clubs/facilities
- Increase the quantity and quality of coaches and officials
- Provide support to clubs/facilities within the areas of member recruitment/retention, governance, funding, programs, volunteer strategies, inclusion and female engagement
- Accurately record local membership, participation and key club/facility benchmarking data

The role will suit candidates experienced in a sport development role or alternatively have a sales background working remotely and on the road. Demonstrated experience engaging and influencing external stakeholders is required, as is the ability to form effective working relationships with a varied range of groups and people. Candidates must be able to work independently to deliver KPIs, with excellent organisation and time management skills in order to prioritise tasks across daily, weekly and long-term organisation objectives.

A golfing background is not considered essential; however candidates must have a passion for sport and an understanding of the Australian golf landscape.

This is an exciting opportunity to support and improve golf clubs and facilities, and in-turn all golfers within the North West Victoria region.

### STRATEGIC OUTCOMES

The Regional Development Officer will work throughout the North West Victoria region to:

- Establish relationships with clubs, facilities and districts
- Increase the Australian golf pathway program take-up and participation
- Increase club/facility membership and participation within the region
- Conduct Community Instructor PD courses
- Implement club/facility support initiatives
- Assist clubs as required with business planning, membership programs, information technology, volunteer strategies and governance
- Identify club/facility issues requiring escalation to contractor experts

### KEY RELATIONSHIPS

**Reports to:** Golf Development Senior Manager - Victoria

**Internal:** General Manager - Golf Development, Golf Development Senior Manager - Victoria, Victorian and interstate Regional Development Officers, Marketing and Communications department staff, Golf Australia staff

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A specialist division of People Recruitment Group

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## KEY RELATIONSHIPS (Continued...)

**External:** Golf Clubs and Facilities, Golf Management Australia (GMA) Victoria, Community Instructors, PGA Members, Local Government Areas (LGAs), Regional Sports Assemblies, Regional Sports Academies, District Golf Associations, School Sport Victoria Regional Offices

## SELECTION CRITERIA

In addition to demonstrating **relevant experiences across the core functional areas of responsibility identified in this Position Overview**, candidates applying for the Regional Development Officer - Victoria role will require a range of personal and professional skills, including:

- Strong experience in a sport development or sales role
- Outstanding communication skills, written and verbal/presentation
- Demonstrated experience engaging/influencing external stakeholders and the ability to form effective working relationships with a varied range of groups and people
- Excellent time management skills and task prioritisation across daily, weekly and long-term organisation objectives
- Ability to deal calmly and consistently with conflicting priorities
- Strong data entry, word processing and scheduling skills
- Comprehensive organisational skills to meet deadlines
- Ability to work independently with minimal supervision
- Ability to deliver and report on KPIs
- A good understanding of the Australian golf landscape
- Passion for sport (golf experience not required)
- Current drivers licence

Golf Australia is an Equal Opportunity Employer committed to diversity and social inclusion. Candidates must be legally entitled to work in Australia.

## LOCATION AND TRAVEL

With the flexibility to work some hours from a home base within the region, significant travel throughout the North West Victoria region will be required to visit clubs and facilities.

## HOURS OF WORK

This is a full time position. Golf Australia offers a flexible working environment. Due to the nature of the position and the sport industry, some evening and weekend work will be required to meet the needs of the clubs and facilities.

## REMUNERATION GUIDE

A market competitive remuneration package plus a fully maintained motor vehicle and tools of trade (laptop and mobile phone) will be available to the successful candidate, negotiable depending upon skill level and experiences. At the time of applying, candidates are invited to indicate their current salary and salary expectations.

Candidates are invited to discuss their salary expectations with Sportspeople Recruitment prior to applying.

## WEBSITE AND SOCIAL MEDIA

Golf Australia has a comprehensive website which includes information and news items on all facets of its activities, services and programs.

The website address is: [www.golfaustralia.org.au](http://www.golfaustralia.org.au)

Facebook: [www.facebook.com/GolfAust](https://www.facebook.com/GolfAust)

Twitter: [www.twitter.com/GolfAust](https://www.twitter.com/GolfAust)

Instagram: [www.instagram.com/golfaust](https://www.instagram.com/golfaust)

YouTube: [www.youtube.com/user/GolfAust](https://www.youtube.com/user/GolfAust)

## TIMELINES

Final interviews and the appointment of the Regional Development Officer - Victoria, Golf Australia are scheduled for May 2019. The successful candidate would be expected to commence duties as soon as possible.

## PLEASE APPLY NOW TO AVOID MISSING OUT!

Please note Sportspeople Recruitment will commence screening and interviewing for this role immediately.

**If you are intending to apply, please do so now.**

Preferred Format: Candidates must complete and submit the **Sportspeople Recruitment Application Form** at the time of applying. The Form is available as a download at the Sportspeople Jobs Market listing for this role and contains questions against which we require your specific response prior to considering your application.

Sportspeople Recruitment prefers a 2 page letter of introduction and accompanying CV of no more than 6 pages, merged into the Application Form as one MS Word file.

## APPLY TO

Your application should be sent electronically via the “apply to” link at the Sportspeople advertisement via [sportspeoplerecruitment.com/jobs](https://sportspeoplerecruitment.com/jobs)

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### ENQUIRIES

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The Regional Development Officer - Victoria, Golf Australia recruitment assignment is being managed exclusively by **Sportspeople Recruitment** - *a specialist division of People Recruitment Group*.

In the first instance general enquiries should be directed to Angelique Everett on 0401 659 024 or FREECALL AUST 1800 634 388 or +61 2 9555 5000 or via

[jobs@peoplerecruitmentgroup.com](mailto:jobs@peoplerecruitmentgroup.com).