



Rowing Development Officer – Full Time

St George Rowing Club

We are seeking to appoint a Rowing Developing Officer to lead the implementation of its strategic plan specifically in the development of its rowing programs at our Wolli Creek clubhouse.

The primary focus for the Rowing Development Officer for the next 2 years to be;

1. Development of a sustainable rowing program at a competition and non-competition level
2. Building profitable relationships both with corporate, local schools and learn to row programs
3. Marketing and administration

Our social clubhouse Rowers on Cooks River is located on the Cooks River, Wolli Creek. Our main rowing facility is located on the Georges River, Como. St George Rowing Club is a successful club with just under 2,000 social members and approximately 80 rowing members.

When a sustainable working model has been proven at Wolli Creek, the Board sees the Development Officer broaden his scope to include the development of a sustainable rowing program at Como.

Essential criteria

Development:

- Ability to make an immediate impact on the development, implementation and ongoing coordination of a range of rowing programs and pilot programs.
- Coordinate and administrate member-based activities such as race days.
- Provide opportunities to grow diverse membership of rowing at St George Rowing Club.
- Provide an active, lively and people-orientated rowing business.
- Identify and develop partnerships and be an effective point of contact for internal and external stakeholders.
- Carry out inspections of rowing premises and facilities to maintain a high standard of facilities, safety and appearance and assist in their redevelopment where appropriate.
- Work collaboratively with the marketing department in surveying, marketing and promotion of programs.
- Follow budgets, processing of invoices and payments and other administrative tasks within guidelines and time frames.
- Provide written reports to the General Manager.

Personal Attributes

- Ethics: Personal ethics that contribute to a high standard of behaviour and transparency.
- Leadership: Leadership style that develops, coaches and empowers members with a focus on accountability, initiative, service improvement and customer satisfaction.
- Teamwork: Contribute to productive working and community relationships and outcomes that recognises the importance of relationships planning and organising: Contribute to long-term and short-term business and operational planning) including skills in time management, project management, resource allocation and achieving goals and targets.
- Communication: Possess the skill to determine the appropriate communication requirements in complex situations.
- Solver of problems that leads to productive outcomes.
- Self-reliant action and accepts responsibility.



Qualifications

- National qualification Certificate IV or above in facilities management, sports administration or another appropriate field (e.g. Diploma of Sports Development, Diploma of Management)
- Minimum Level 2 Club/School Coach as per Rowing Australia's National Coaching Accreditation Scheme (NCAS)
- Speed Boat Licence
- Drivers Licence
- Level 1 Basic First Aid
- Working with Children

Experience

- Technical rowing expertise
- Experience in supervising complex programs in a sports environment
- Experience managing or coordinating a facility

Remuneration

- Commencement salary from \$50,000 plus superannuation
- Minimum Level 6 of the Registered and Licensed Club Award 2010 plus allowance
- Full Time Position

Applications

- Please email applications to tonyl@rowersoncooksriver.com.au
- Closing Date 17 September 2015