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| **Position Title** | **Community Programs Leader - Female Engagement** |
| **Award Level** | **Clerical and administrative grade 6** |
| **Review Date** | 20 December 2019 |

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| **SANFL VISION & VALUES** |
| **Healthier, more connected lives through the enjoyment of footy.**  **AUTHENTIC | FUN | TEAM | PROGRESSIVE** |
| **KEY OBJECTIVES** |
| The primary purpose of the position is to lead the implementation of programs and activities that increase female participation in Australian Football. |

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| **KEY RESPONSIBILITIES** | | |
| **Responsibility** | **Objective** | **Performance Measure** |
| Promotion | * Lead the delivery of introductory programs and come and try opportunities including; All Girls Auskick Hubs, Come & Play and Come & Train * Facilitate female football promotional clinics and events * Implement promotional strategies and messaging that increase the awareness of female opportunities and pathway across multiple platforms * Assist in the delivery of AFLW & AFL Half Time Activations | * Growth in participant numbers as determined by annual target setting process |
| Carnivals and Competitions | * Lead the delivery of female school carnivals * Develop relationships with key school stakeholders to initiate / develop school female competitions | * Growth in school competitions as determined by annual target setting process |
| Participation Pathways | * Implement female transition strategies from Auskick to club football * Design and Implement strategies to ensure inclusive club environments. * Develop / maintain participation pathway for females across metropolitan and regional areas * Assist leagues and clubs with the development of their female | * Growth in transition numbers from NAB AFL Auskick to Club as determined by annual target setting process * Growth in participant numbers as determined by annual target setting process |
| Volunteer Networks | * Identify, recruit and promote SANFLW Ambassador/s * Develop strategies for; Recruitment; Retention, and Recognition * Develop and maintain volunteer database * Assist in the organisation for volunteer events | * Conduct annual volunteer induction including audit of appropriate screenings |
| Administration | * Maintain accurate records and documentation of all female activities; programs conducted; key stakeholder groups; contact networks; * Maintain reporting documents to assist with AFL Census compilation * Any other roles as required | * Production of progress reports tracking participants against historical trends |
| Program Support | * Provide support to Community Program Coordinators in the areas of; School Programs; Promotional activities; NAB AFL Auskick; AFL 9’s; Multicultural Programs * Provide support in the areas of; Community Football; AFL Census; SANFL Juniors; Child Safe Environments | * Nil |

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| **REQUIRED BACKGROUND** |
| **Qualifications**   * Relevant tertiary qualifications in Sports / Education or relevant work history * Drivers Licence * First Aid * DHS Working with Children Clearance   **Essential Criteria**   * An empathy and understanding of Australian football at various levels * Experience in people management and authentic leadership skills   **Desirable Criteria**   * Experience in working with children in a school and/or sporting environment * Coaching and/or teaching experience * Experience in building and maintaining relationships with key stakeholders   **Skills and Knowledge**   * Strong administration and planning skills * Experience in Microsoft Office programs * Effective people management and leadership skills * Flexibility in work schedule * Strong verbal and written communication skills |