

POSITION DESCRIPTION



OVERVIEW

TITLE	Manager - Government Relations
DEPARTMENT	Operations
LOCATION	Sydney (Head Office)
REPORTS TO	General Manager – Government Relations
WORK TYPE	Full-Time Permanent
HOURS/ DAYS PER WEEK <i>(part-time, casual or contractor only)</i>	
START DATE	ASAP
END DATE <i>(FT/PT fixed term contract or contractor only)</i>	

ACCOUNTABILITY

Number of direct reports	0
Number of indirect reports	0
Budget responsibility in \$ <i>(State whether prime, shared or contributory responsibility)</i>	0

ABOUT US

Football Australia is the national governing body for football in Australia and a member of Fédération Internationale de Football Association (FIFA), the international governing body for football. It governs all national teams, the A-Leagues (in Football Australia's capacity as the regulatory body), Australia Cup, National Premier Leagues and leads state, community, and grassroots football.

OUR CULTURE & VALUES

Football in Australia is a melting pot of approximately 2 million participants represented by over 200 different cultures, we proud to be the most diverse and globally connected sport within the Australian sporting landscape.

Football Australia's purpose is to *'bring communities together through football - connecting Australia to the world'* while having a vision to *'be a leading football nation where everyone is inspired to live and love the game'*.

To achieve this, we live by our company values which include:

- 1. Impact On & Off the Field:** Challenge the way we think and do to seek ways to grow the impact football has, influence industry thought leaders.
- 2. Inclusive & Diverse Football for all:** Football is embedded in the nation's social fabric, follows the story of Australia, be accessible for all
- 3. A United Team:** Bringing people together to unleash the power of football and to deliver the vision, we bring the team spirit to the game

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- 4. Trust:** Building trust across the whole football community, be trusted custodians of the game, act with integrity and objectivity

BACKGROUND & PURPOSE OF THE ROLE

Under the direction of the General Manager - Government Relations, this role is responsible for the day-to-day government policy development for Football Australia. This includes drafting and delivering policy proposals, stakeholder engagement activities, and frequent contact with key government and stakeholder representatives to maintain their awareness and knowledge of core policy issues and opportunities in a timely manner.

A key focus of this role will be to work closely with the various business units within Football Australia, Member Federations and their respective state/territory governments to develop research and data driven policy proposals for consideration by the Board and government.

This role will include working knowledge of government and legislative issues assessment, policy analysis and recommendations, relationships with all levels of government, including assisting with advocacy to local, state and federal government bodies for the ongoing needs, support and investment within football.

ROLE RESPONSIBILITIES

- In consultation with the General Manager of Government Relations, devise, research, prepare and draft high-quality proposals and reports that advance the interests of Football Australia within government.
- Proactively use skills, networks and experience to align the interest of Football Australia with government and to assist with advocacy.
- Build and maintain relationships with government political/departmental staff, including all Members and Senators and their advisors.
- Maintain political/departmental contact lists and notes on all relevant meetings and engagement to provide advice and information on a broad range of relevant government and public policy issues.
- Be able to socialise ideas with key stakeholders while maintaining discretion, confidentiality and professionalism.
- Liaise with Member Federations and engage with state and territory governments in accordance with Football Australia's Government Relations Strategy.
- Preparation of briefs and political profiles ahead of meetings for both internal and external use.
- Composition of letters and reports as required
- Assist in organising relevant stakeholder meetings between Football Australia and Governments.
- Be able to identify funding opportunities and assist in preparation of funding applications.

ROLE OUTCOMES/ DELIVERABLES

- The GM - Government Relations will play a key role in helping to deliver the measures as outlined in 'The XI Principles for The Future of Australian Football', including:
 - Principle I – Building a consistent and strong identity for Australian football – by positioning football as a key partner to governments
 - Principle VII – Transition to a modern, fit-for-purpose governance framework – by increasing clarity of advocacy with government on behalf of the game

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- Principle X – Driving participation of women and girls – by accessing genuine funding growth opportunities including those available via government grants
- To implement and amplify Football Australia Government Relations Strategy, through various tactics and plans.
- Develop high quality research and data driven policy proposal for government.
- Assist with the advocacy to government and related stakeholders on proposals.
- Be able to seek additional ways to anticipate, meet and exceed the government relations needs of Football Australia.
- Build the profile of football across all levels of government.
- Continually assess funding opportunities with Federal and State Governments

MAJOR INTERACTIONS

- All departments within Football Australia
- Key Federal, State and Local government representatives across all political persuasions and at departmental levels.
- All Member Federations, including representatives from their zones, associations and clubs.
- Australian Professional Leagues and other football organisations

KNOWLEDGE, SKILLS, AND EXPERIENCE

Essential	<ul style="list-style-type: none"> • Experience in strategy development and implementation of a range of programs within designated timeframes • Previous experience working in Government in a policy role. • Exceptional written and verbal communication skills - including ability to speak and write concisely. • Proven ability to work effectively with and influence a diverse range of stakeholders • Problem-solving and conflict resolution abilities • Hard working and determined to overcome barriers to success • Creativity and flexibility in adapting to a challenging environment <p>Personal Characteristics</p> <ul style="list-style-type: none"> • Outstanding organisational, time management, and planning skills. • The ability to lead and champion, listen, and accommodate, as well as influence debate when in meetings. • Treat stakeholders as valued clients. • Ability to earn credibility with stakeholders. • Behave with integrity. • Able to discuss views in a variety of forums. • Sound intellect, politically astute, curious and highly proactive. • Excellent decision making skills. • Ability to manage conflicting interests.
Desirable	<ul style="list-style-type: none"> • Previous advocacy experience within governments

QUALIFICATIONS

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Essential	<ul style="list-style-type: none"> • Proven research capability. • Experience working in government as a policy advisor.
Desirable	<ul style="list-style-type: none"> • Experience working in government relations.
UNIQUE CRITERIA	
<p>The following selected items identify the requirements of the role</p> <p><input checked="" type="checkbox"/> Out of hours and weekend work</p> <p><input checked="" type="checkbox"/> Intra and/ or Interstate travel</p> <p><input type="checkbox"/> International Travel</p> <p><input type="checkbox"/> Significant periods of work away from home</p> <p><input type="checkbox"/> Significant Responsibilities – This does not contain a comprehensive listing of responsibilities, activities and duties that are required of the incumbent. These may change from time to time at the discretion and needs of the manager/organisation</p>	
ADDITIONAL REQUIREMENTS	
<p>To comply with our organisational policies and/ or national and state legislation, the following selected items are requirements of the role</p> <p><input checked="" type="checkbox"/> National Police Check</p> <p><input checked="" type="checkbox"/> International Criminal History Record for each country (other than Australia) in which you have resided for 12 months or more in the last 10 years (if applicable)</p> <p><input checked="" type="checkbox"/> Full working rights in Australia</p> <p><input checked="" type="checkbox"/> Working with children check (paid/ employee) or state- based equivalent</p> <p><input type="checkbox"/> Working with children check (volunteer) or state- based equivalent (volunteer roles only)</p>	