

POSITION DESCRIPTION



OVERVIEW

TITLE	Women's Football Development Manager
DEPARTMENT	Technical
LOCATION	Sydney (Head Office) / NSW
REPORTS TO	General Manager – Women's Football
WORK TYPE	Full-Time Fixed Term Contract
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>	2 year contract

ACCOUNTABILITY

Number of direct reports <i>(How many people directly report into this role?)</i>	0
Number of indirect reports <i>(How many people indirectly report into this role?)</i>	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

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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
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

Reporting to the General Manager – Women's Football, this role will be responsible for the operational execution of initiatives aimed at advancing women's football.

This role will implement the women's football strategy to foster growth and development in the sport, leveraging the momentum generated by the FIFA Women's World Cup 2023™ and the Legacy '23 Plan.

Key responsibilities include maximising opportunities from hosting the 2026 AFC Women's Asian Cup and executing initiatives that promote gender equity. The manager will work collaboratively with key departments to plan, coordinate, and implement targeted actions that enhance female participation and representation in playing, coaching, officiating, and administration.

The role will engage with Member Federations and other key stakeholders to create an environment that promotes collaboration and establishes regular opportunities for community involvement, benefiting women and girls in football.

ROLE RESPONSIBILITIES

- Manage the planning, coordination and implementation of various initiatives outlined in the women's football strategy.
- Contribute to the development and implementation of legacy plans related to hosting the 2026 AFC Women's Asian Cup.
- Lead the Member Federation Women & Girls Working Group, fostering shared learning and a collaborative approach to achieve outcomes for women and girls in all areas of the game.
- Support the execution of campaigns and community engagement activities, including Female Football Week and events during home matches in FIFA Women's Football International Windows.
- Foster a collaborative engagement approach by working cross-functionally within Football Australia and with key external partners and stakeholders.
- Partner with gender equity experts to develop tailored resources that benefit our football community.
- Assist in developing funding proposals and submissions to secure financial support for key initiatives.
- Collect, analyse, and present data to inform decision-making and assist in measuring and tracking KPIs.
- Provide general administrative support for the women's football team.

ROLE OUTCOMES/ DELIVERABLES

- **Successful Implementation of Initiatives:** Achieve the desired outcomes of the initiatives outlined in the women's football strategy.

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- **Effective Coordination and Collaboration:** Foster strong partnerships with Member Federations and key stakeholders.
- **Growth of Women and Girls in Football:** Increase participation among women and girls in playing, coaching, officiating, and administration.

MAJOR INTERACTIONS

- General Manager – Women's Football
- All Football Australia departments
- Member Federations
- Women's Football Council
- Commercial Partners
- Gender Equality experts

KNOWLEDGE, SKILLS, AND EXPERIENCE

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|------------------|---|
| Essential | <ul style="list-style-type: none"> • Proven experience in and/or understanding of the gender equity field • Highly structured in thinking with exceptional written and verbal communication skills • Strong organisational, analytical, and presentation skills • Resourceful with exceptional attention to detail • Organised and methodical with strong project management capabilities • Proven ability to thrive in consultative, collaborative environments and effectively manage multiple stakeholders • Ability to meet tight deadlines and collaborate with staff across departments • Flexible and agile in responding to diverse one-off projects • Deep commitment to continuous learning and professional development • Proven ability to work autonomously with a project-based approach • Experience with program implementation and evaluation • A passion for and understanding of sport |
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Desirable

QUALIFICATIONS

- | | |
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| Essential | <ul style="list-style-type: none"> • Completed tertiary qualifications in sport management or a related area of study |
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Desirable

UNIQUE CRITERIA

The following selected items identify the requirements of the role

- ☒ Out of hours and weekend work
- ☒ Intra and/ or Interstate travel
- ☐ International Travel
- ☐ Significant periods of work away from home
- ☐ 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

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ADDITIONAL REQUIREMENTS

To comply with our organisational policies and/ or national and state legislation, the following selected items are requirements of the role

- ☐ National Police Check
- ☒ 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)
- ☒ Full working rights in Australia
- ☒ Working with children check (paid/ employee) or state- based equivalent
- ☐ Working with children check (volunteer) or state- based equivalent (volunteer roles only)