

POSITION DESCRIPTION



OVERVIEW

TITLE	Manager – Commercial Operations
DEPARTMENT	Commercial
LOCATION	Sydney (Head Office) / NSW
REPORTS TO	General Manager – Data and Streaming Rights
WORK TYPE	Full-Time Permanent
HOURS/DAYS PER WEEK <i>(part-time, casual or contractor only)</i>	N/A
START DATE	15 April 2025
END DATE <i>(FT/PT fixed term contract or contractor only)</i>	

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>	TBC

ABOUT US

Football Australia (FA) 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

Football Australia is embarking on a period of significant growth, driven by the development of new commercial programs and the expansion of digital initiatives. These projects require close collaboration with Member Federations, agencies, broadcast and technology partners, and internal stakeholders to ensure successful implementation and maximise commercial outcomes across the broader football pyramid.

To support this ambitious agenda, Football Australia is seeking a highly organised and commercially minded **Manager, Commercial Operations**. This role will be responsible for reporting on a suite of intersecting commercial projects, including rights commercialisation, sponsorship, technology, live broadcast production, and content digitisation, ensuring efficient execution, effective stakeholder communication, and meticulous progress tracking.

ROLE RESPONSIBILITIES

Project Management:

- Manage the end-to-end delivery of key Football Australia commercial rights projects.
- Develop and maintain detailed project plans, timelines, and budgets.
- Coordinate with stakeholders to ensure alignment and progress.
- Proactively identify and mitigate project risks and issues.
- Institute new ways of working to create greater efficiency and deliver deeper insights.
- Provide regular updates and reports to senior management and stakeholders.

Stakeholder Management:

- Build and maintain strong relationships with key stakeholders.
- Effectively communicate project updates, challenges, and successes.
- Represent and drive project status updates in Steering Committee meetings and other relevant forums.

Financial and Operational Acumen:

- Demonstrate a strong understanding of financial and operational principles, with a focus on efficient budget management and resource allocation.
- Track and analyse project financials, including expenditures, budget variances, and return on investment (ROI).
- Identify and implement process improvements to optimise project workflows and enhance operational efficiency.

Collaboration:

- Work closely with projects coordinator to ensure effective project execution and data management.
- Collaborate on operational planning and financial reporting.

ROLE OUTCOMES/ DELIVERABLES

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- Successful and timely delivery of key commercial projects within budget and scope.
- Effective stakeholder management and communication.
- Accurate and timely project reporting, including carefully tracked financial and performance metrics.
- Strong collaboration with internal and external stakeholders.
- Identification and mitigation of project risks.

MAJOR INTERACTIONS

- FA internal departments (Commercial, Finance, Legal)
- Technology and Commercial partners (equivalent project leads)
- Member Federations (CEOs, operational leads)

KNOWLEDGE, SKILLS, AND EXPERIENCE

Essential

- Minimum 3-5 years of experience in project management, ideally within the technology, broadcast, infrastructure and/or telecommunications industries.
- Proven ability to manage complex projects with multiple stakeholders.
- Strong organisational and time management skills.
- Excellent communication and interpersonal skills.
- Strong financial and operational acumen, with experience in budget management, cost control, and process improvement.
- Experience with stakeholder management and reporting.
- Detail-oriented with strong Microsoft Office skills and a flair for data-driven presentations.

Desirable

- Direct experience with technology infrastructure rollouts and/or major software integrations.
- Experience using productivity tools (including AI) to deliver efficient project management and workflow automation.
- Experience with customer engagement (MarTech) platforms.
- Knowledge (or strong interest) in the sports industry and broadcast technologies.

QUALIFICATIONS

Essential

-

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

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- 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

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
- 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)