



GolfAustralia

“HOLE IN ONE” CAREER OPPORTUNITIES!

Golf Australia is the peak body responsible for the leadership, marketing, promotion and development of amateur golf throughout Australia from grassroots through participation, golfing pathways, elite development and the Australian Golf Opens.

Two exciting full-time employment opportunities are currently available, based in the Golf Australia office in South Melbourne:

COORDINATOR - INDUSTRY DEVELOPMENT (REF #2470)

With over 1,500 golf clubs in Australia, this role will be pivotal to ensuring effective liaison with clubs and other key stakeholders about a range of golf industry programs, including Golf Link, Play Golf (tee time booking system) and a range of national sponsorship initiatives.

Key selection criteria include:

- Highest level communication and interpersonal skills, with ability to interact effectively with a varied range of stakeholders;
- A high degree of commercial acumen;
- Strong negotiation skills and the strength to influence others;
- Proven project management skills;
- Demonstrated high level of financial management competence;
- Very strong IT capabilities – particularly websites and electronic service delivery; and
- In depth understanding of golf and the broader golf industry.

CHAMPIONSHIPS ASSISTANT (REF #2471)

Reporting to the Championships Manager, this key role will assist in the pre-event organisation and on-course delivery and management of National Championships. These include the Amateur Championships and also the Men's and Women's Australian Opens.

To be successful in this role, you will need to demonstrate:

- Experience in the coordination of sporting competitions and/or events;
- Strong communication and interpersonal skills;
- Exceptional administrative skills, proven ability to prioritise work commitments and deadlines, with strong attention to detail;
- Team player – flexibility to assist and interact with a wide range of staff / officials, along with an ability to work without direct supervision and be self motivated;
- A commitment to best practice and quality service;
- Excellent skill and knowledge of Microsoft programs; and
- A thorough understanding of the game of golf and the Rules of Golf is preferable.

Both roles will require some interstate travel and weekend work. In strict confidence please contact Claudia Fatone on (03) 9620 2766 quoting the relevant reference number or email your application to: jobs@sportemploymentaustralia.com.au.

Closing date for applications is Wednesday 10 March 2010.