



## POSITION DESCRIPTION

<b>POSITION:</b>	Squash NT Sport Development Manager
<b>REPORTS TO:</b>	Squash NT General Manager
<b>DIRECT REPORTS:</b>	Casual staff and volunteers
<b>STATUS:</b>	Full-time, contract role, initial 12-month term
<b>RENUMERATION:</b>	\$60 - \$70k

### Who is Squash NT

Squash NT is the peak body for the sport in the Northern Territory. This role is to grow participation in the sport of squash across the Northern Territory, manage participation programs out of the Darwin Squash Centre and manage the sport pathways including athlete, coach and referee pathways across the Northern Territory.

### Introduction:

You will be looking for an opportunity to continue your love of the game through driving a range of squash programs across the amazing Northern Territory. You will appreciate working out of the best squash centre in Australia alongside a passionate team. You will have a desire to coach squash from grassroots through to athlete development level and be more than happy to pass on tips to club players. You will understand how squash centres work and be confident to provide support to the General Manager on making sure our members and customers are well looked after.

You will be working closely with Squash Australia, the Squash NT General Manager, and NT based squash associations. You will focus on the creation and implementation of strategic and operational objectives that contribute to raising participation in the sport. You will also assist the General Manager in running the Darwin Squash Centre.

You will need to be a dynamic and inspiring person with a high level of written and verbal communication skills. You will have the ability to engage and develop lasting relationships with the public and members alike.

You will need the desire to work in a not-for profit sector and provide direction and support to a well-resourced sport with a large range of opportunities waiting to be explored.

## Experience and qualifications:

- A background in squash with squash coaching experience and qualifications (preferably Level 2);
- A working knowledge and understanding of day to day sport and recreation operations;
- Proven ability to think strategically and innovatively and work independently;
- Experience in the delivery of programs and events in a sport context;
- Experience managing staff and volunteers;
- Experience travelling with teams;
- A current and valid driver's licence.

## Skills and attributes:

- High level of organisational ability and time management;
- Strong problem solving and conflict resolution skills;
- Proficiency in use of computer and IT systems;
- Outstanding interpersonal negotiation and leadership skills;
- High level of enthusiasm, energy and motivation;
- An ability to work both independently and as part of a team, including with volunteers;
- Strong commitment to customer service; and
- Ability to work out of hours, weekend and public holidays as required.

## Duties and Responsibilities:

1. Participation and Pathway Program Development
  - Development and delivery of coaching and participation programs from grassroots to athlete development stage;
  - Implementing OzSquash and in-centre school programs;
  - Implementing and refining the Player Pathway framework, in conjunction with Squash Australia, including travel to, management and coaching of teams at national events;
  - Development and delivery of coaching camps across the Northern Territory;
  - Coordinating and working with volunteer and paid coaches across programs.
2. Workforce Development
  - Working with clubs and associations to develop coaches and referees through the organisation and delivery of professional development;
  - Developing coach and referee development opportunities with the NTIS;
3. Operations
  - Management of coaches and referees (Scheduling and maintaining appropriate qualifications)

## Benefits of the Role:

- Remuneration is negotiable based upon qualifications, skills and experience.
- Ability to conduct paid private coaching outside of rostered hours.
- Flexible working arrangements.
- Opportunities for training relevant to the position.