

Regional Development Executive Position Description

Position Title	Regional Development Executive (SA/WA/NT)	Department	Development
Reports to	Manager, Growth and Infrastructure	Job Status	Permanent, full-time

Our Purpose

To lead, promote, regulate, educate, develop and grow safe, fair, enjoyable and socially responsible motorsport in Australia.

Our Vision

More people enjoying more motorsport, in more places, more often.

- Our Values**
- Respect**– We value each other, our differences, opinions and all involved in our sport.
 - Excellence**– We embrace change and strive to be the best we can be.
 - Accountability**– We do what we say we will do.
 - Pride**– We lead by example and take pride in our sport and our organisation.

Why the role exists

The Regional Development Executive role exists to drive growth of club, venues, tracks, participation and government funding within the region.

- Duties and Responsibilities**
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| <p>Club and Venue Development</p> <ul style="list-style-type: none"> <input type="checkbox"/> Work with affiliated clubs to help them strengthen their membership base and overall functionality <input type="checkbox"/> Assist clubs in identifying their needs and developing and implementing strategies to meet those needs and identifying sources of funding. <input type="checkbox"/> Develop community and club relationships and partnerships. <input type="checkbox"/> Develop and grow affiliated club network within the region. <input type="checkbox"/> Grow the number of Motorsport Australia permitted events within the region. <input type="checkbox"/> Attend State Council meetings to identify areas for support and opportunity. <input type="checkbox"/> Provide support to clubs and help increase the take up of Motorsport Australia systems and participation offerings | <p>Sport Development</p> <ul style="list-style-type: none"> <input type="checkbox"/> Manage and maximise relationships with tracks/venues to ensure that they maintain their compliance and maximise the usage of Motorsport Australia products <input type="checkbox"/> Represent and build the profile of Motorsport Australia at local motorsport events. <input type="checkbox"/> Identify emerging trends in sport and motorsport and develop commercial opportunities to increase revenue and community participation. |
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- General**
- Assist in the procurement of government grant opportunities.

- Manage key relationships, funding applications, contractual agreements and acquittals with state government bodies.
- Report on progress and measure growth in participation.
- Assist with ad-hoc project roll outs.
- Other duties as assigned.
- Comply with all occupational health and safety legislation and regulations.

Performance Indicators

- Increase in affiliated clubs in the region
- Increase in government funding
- Relationships with and development of venues
- Growth in use of Motorsport Australia participation products
- Number of new motorsport participants
- The number of programs delivered through clubs
- Community engagement

Special Considerations

- Ability to work flexibly across all days and hours
- Requires interstate travel
- Involves some after-hours support
- Requires attendance at events which may occur after hours or at weekends
- Current drivers licence required

Selection Criteria

Essential

- Extensive experience in developing and implementing participation and development programs in sport, leisure, recreation or similar
- Good knowledge of motorsport
- High level interpersonal skills and networking skills with experience managing a diverse range of stakeholders and people
- Ability to influence and gain cooperation and support from others
- Experience in sourcing government funding
- Proven ability delivering outstanding customer service
- Excellent organisation and planning skills
- Driven, highly motivated and a self-starter who is able to work autonomously
- Positive, hard-working and can-do attitude
- Skilled in the use of Microsoft Office programs

Desirable:

- Degree qualification in Sports Management or similar
- Previous experience operating a CRM or database system
- Experience coordinating and or delivering events