



POSITION DESCRIPTION

POSITION:	Athlete Wellbeing & Engagement Manager
LOCATION:	Brisbane or Gold Coast, Queensland
REPORTS TO:	High Performance Manager, Squash Australia
TERMS OF AGREEMENT:	Part Time Contracted (Salary Negotiable)

THE ROLE

Lead and manage the NSO AW&E Framework and deliver associated services designed to improve an athletes' ability to effectively navigate the critical transition points throughout and beyond their sporting career.

The Squash Australia (SA) Athlete Wellbeing & Engagement Manager reports directly to the SA High Performance Manager and is responsible for providing sound advice on all aspects of athlete wellbeing.

To fulfil the responsibilities, the position will need to develop and maintain effective relationships with:

- NSO High Performance Manager (including the NSO High Performance Team)
- AIS Athlete Wellbeing and Engagement Branch
- NSO National Training Centre coaching staff and service providers
- State Institute and Academies AW&E providers
- Key AW&E National Referral Networks
- Squash Australia High Performance Working Group

JOB RESPONSIBILITIES

Key Functions

- Provide strategic support to the SA High Performance Manager, in the implementation and delivery of the SA AW&E Framework. Responsibilities include:
 - Lead, manage and deliver the right support to athletes to (a) maintain their intrinsic motivation and focus on success in their sport; (b) make a positive transition into life after sport; and (c) communicate authentically and positively about their life experiences in sport and transition into life after sport
 - Implement and review policies and procedures that are aligned to the SA AW&E Framework to support the holistic development, safety and protection of NSO athletes
 - Integrate and manage the athlete wellbeing component within the SA individualised athlete planning process within the context of the high performance environment
 - Adopt an individualised case management approach when assessing athlete needs and refer appropriately
 - Establish, maintain and connect with the various referral networks available, including the AIS Mental Health National Referral Network, AIS National Career and Education Referral Network and the Elite Athlete Friendly University Network
 - Lead on the planning, development, implementation and revision of bespoke and innovative curriculum framework keeping with the direction set by the AIS AW&E branch, SA athlete needs and best practice
 - Liaise with the AW&E branch in relation to existing pathways for athletes to engage with the Australian community and facilitate work experience programs for placements of for athletes
 - Influence the culture and gain commitment from the SA High Performance Team to consistently consider athlete wellbeing when making strategy and operational decisions

- Engage in ongoing professional development specifically (but not limited to) in the areas of mental health, wellbeing, athlete conduct and safety and protection, education, career mapping and transition within the context of the high performance environment.
- Maintain contemporary knowledge of social issues impacting sport and proactively instigate solutions to address any developing issues
- Work constructively with elite players interstate and overseas to provide innovative solutions

Key Outcomes

- Development and implementation of the SA AW&E Framework to support the holistic development, safety and protection of SA athletes
- Commitment and action from the SA High Performance Team to always consider athlete wellbeing when making strategy and operational decisions
- All SA athletes are aware of and accessing myAISplaybook
- All SA athletes are aware of and accessing (if required) the AIS Mental Health, AIS Career and Education Referral Networks as well as the Elite Athlete Friendly University Network and national networking/community engagement events
- SA is recognised as a leader in supporting the mental health and wellbeing of athletes

JOB HOLDER REQUIREMENTS AND CAPABILITIES

Qualifications

- Relevant qualification/s in a sport, education, psychology or related field which are suitable for achieving the key functions and key outcomes of the role.
- Working With Children's check

Experience

- Developing and implementing a long term strategy
- Demonstrated high level experience implementing case management or triage processes to ensure appropriate care and referral are accessible
- Demonstrated high level experience guiding and supporting people through various transition, educational and vocational pathways
- Demonstrated experience working within a multi-disciplinary team within a high performance environment
- Proven experience building and leveraging relationships to influence and work effectively with a wide range of stakeholders
- Demonstrated ability to establish, implement, maintain and grow community partnerships to provide opportunities for athletes to engage and integrate with activities outside training and competition
- Proven ability to undertake leadership and management responsibilities, including staff learning and development
- Demonstrated experience to develop, plan and deliver athlete individualized strategies and activities to address the identified wellbeing, career, personal and professional development needs of SA's athletes

Knowledge and Skills

- Maintaining performance while navigating, managing and negotiating competing priorities, within a high pressure and complex environment
- Strong understanding of the Australian sport system, particularly in high performance
- Experience and commitment to delivering best practice in career development support, education, vocational options and guidance
- Contemporary knowledge of issues impacting mental health and wellbeing and experience with implementing best practice support

- Experience in establishing, maintaining, broadening and leveraging connections with relevant service industry networks

Personal Attributes

- **Relating and Networking** – You are able to gain commitment, build trust and partnerships effectively and quickly; Builds wide and effective networks of contacts inside and outside the organisation
- **Working with People** - Relates well to people at all levels; Manages conflict; Listens, consults others and communicates proactively; Supports and cares for others; Develops and openly communicates self-insight
- **Leadership** – You are able to transform a vision into a shared purpose through your own personal commitment as well as engaging, developing, coaching, motivating and guiding a team to achieve successful outcomes; Provides other with a clear direction; Sets appropriate standards of behaviour
- **Business** – You have a strong understanding of Sport Industry Acumen
- **Planning and Organising** – You have the capability to set clearly defined objectives and plans activities and projects well in advance; Identify gaps, interprets information and organises resources needed to accomplish tasks; Monitors and evaluates performance against deadlines and milestones
- **Learning and Researching** – You can systematically evaluate opportunities and tenaciously work to meet and exceed goals while maximising learning experiences; Gathers comprehensive information to support decision making; Encourages an organisational learning approach (i.e. learns from successes and failures and seeks staff and customer feedback); Manages knowledge (collects, catalogues, and disseminates knowledge of use to the organisation).

APPLICATION PROCESS

All applicants are required to send their CV and Cover Letter, stating in no more than one page why they should be considered for the role to High Performance Manager, Lachlan Johnston, at hp@squash.org.au by COB Friday 30 August 2019.