



## **Little Athletics Australia**

### **One Athletics Program Manager**

#### **Summary**

Are you passionate about improving the quality of member experience? Do you thrive in a fast-paced environment in which you have the opportunity to lead transformational change? Would you like to enable change that unites a foundational sport?

Coles Little Athletics Australia (LAA) shares a vision with Athletics Australia (AA) to transform athletics into the biggest participation sport in Australia with a clear and logical pathway for athletes, coaches and officials throughout their life in the sport. OneAthletics is the proposal to achieve this vision through a merger of the organisations. The plan is to establish a new single national athletics organisation (OneAthletics) in October 2020 if supported by the members of AA and LAA members at their Annual General Meetings in late 2020.

LAA requires a senior Program Manager (PM) with expertise in change management to lead the organisation's OneAthletics body of work. The ideal candidate will be the primary interface between LAA and our external stakeholders, especially AA, Sport Australia and LAA's state and territory member associations. In this high-profile role, they will collaborate with numerous operational, development and product teams inside and outside LAA to identify, define and specify solutions that create the conditions for a merger that delivers on the promise of the OneAthletics vision. The PM will build collaborative relationships, working closely with others to identify and resolve barriers to success and to create and execute change. They will experience a wide range of problem-solving situations, strategic to real-time, requiring extensive use of data collection and analysis, and will prepare and execute regular program updates to the LAA Chief Executive Officer and the LAA Board of Directors.

**Reports to: LAA CEO**

**Direct Reports to: LAA CEO**

## **Accountabilities**

The ideal candidate for this role will be able to:

- Dynamically interact with stakeholders at multiple levels to define solutions and deliver LAA's contributions to the OneAthletics project scope of work, including governance models; finance models; operating models; product development; technology; workforce, people and culture; organisational structures; and marketing communications.
- Identify and analyse data to isolate issues, develop solutions and prioritise opportunities.
- Plan and manage multiple parallel project streams.
- Optimise resource utilisation for the greater good of the project.
- Create, maintain and disseminate project information to stakeholders and senior management.
- Remain flexible to changing priorities and open to new ideas.
- Be a visible and vocal role model across LAA and the wider community, championing the vision of OneAthletics.

## **Essential Criteria**

Desirable Qualifications:

- 5+ years project/program management experience
- 5+ years of experience leading project delivery for large, cross-functional projects
- Experience using problem solving and analytical skills to solve business problems and drive process improvements
- Excellent verbal and writing skills for non-technical and technical audiences
- Demonstrated ability to deliver both strategic and tactical results across diverse cultures from inception to completion
- Ability to work effectively with tight deadlines in a fast-paced environment
- Attention to detail and proven ability to manage multiple, competing priorities simultaneously
- Demonstrated ability to work in ambiguous situations and across organisational boundaries
- An ability to effectively develop key processes and procedures that facilitate efficient planning, reporting and control processes
- Belief in the value of participating in and contributing to a collaborative team environment
- Bachelor's degree

## **About Little Athletics**

Coles Little Athletics Australia is the peak governing and administrative body for Little Athletics in Australia, responsible for driving the strategic direction of the sport, working with State & Territory members to deliver on nationally led initiatives and programs. The aim is to develop children of all abilities by promoting positive attitudes and a healthy lifestyle through family and community involvement in athletic activities.

**Employer and Other Details**

Applications will close on 30 November 2019 at 12.00pm.

All applications will be treated in the strictest confidence.

This is a full-time fixed term role, date of commencement to 31 October 2020. The employer and employee may agree to extend the term of this agreement.

**Format for Responses**

To apply for this role, candidates must provide:

- a one page covering letter setting out your reason for applying and what you would bring to the role; and
- a resume of no more than 3 pages.

Martin Stillman - Little Athletics Australia CEO

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