

# POSITION DESCRIPTION



## OVERVIEW

<b>TITLE</b>	Learning & Development Lead - Refereeing
<b>DEPARTMENT</b>	Referees
<b>LOCATION</b>	Flexible
<b>REPORTS TO</b>	General Manager – Community Refereeing
<b>WORK TYPE</b>	Full-Time Permanent
<b>HOURS/DAYS PER WEEK</b> <i>(part-time, casual or contractor only)</i>	
<b>START DATE</b>	ASAP
<b>END DATE</b> <i>(FT/PT fixed term contract or contractor only)</i>	

## ACCOUNTABILITY

<b>Number of direct reports</b> <i>(How many people directly report into this role?)</i>	1
<b>Number of indirect reports</b> <i>(How many people indirectly report into this role?)</i>	0
<b>Budget responsibility in \$</b> <i>(State whether prime, shared or contributory responsibility)</i>	Contributory

## ABOUT US

Football Australia (FA) is the national governing body for football in Australia and a member of Fédération Internationale de Football Association (FIFA), the international governing body for football. It governs all national teams, the A-Leagues (in Football Australia's capacity as the regulatory body), Australia Cup, National Premier Leagues and leads state, community, and grassroots football.

## OUR CULTURE & VALUES

Football in Australia is a melting pot of approximately 2 million participants represented by over 200 different cultures, we proud to be the most diverse and globally connected sport within the Australian sporting landscape.

Football Australia's purpose is to *'bring communities together through football - connecting Australia to the world'* while having a vision to *'be a leading football nation where everyone is inspired to live and love the game'*.

To achieve this, we live by our company values which include:

- 1. Impact On & Off the Field:** Challenge the way we think and do to seek ways to grow the impact football has, influence industry thought leaders.
- 2. Inclusive & Diverse Football for all:** Football is embedded in the nation's social fabric, follows the story of Australia, be accessible for all

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3. **A United Team:** Bringing people together to unleash the power of football and to deliver the vision, we bring the team spirit to the game
4. **Trust:** Building trust across the whole football community, be trusted custodians of the game, act with integrity and objectivity

## BACKGROUND & PURPOSE OF THE ROLE

- Football Australia is seeking an experienced and forward-thinking Learning & Development Lead for our Refereeing department. The role is instrumental in the development of our new Learning and Capability plan. The aim of this plan is to elevate the quality, uniformity, and professional standard of refereeing nationwide by streamlining the development and distribution of educational materials for referee training and/or education.
- This position will play a pivotal role in supporting community refereeing through reducing the duplication of resourcing across the ecosystem, fostering a culture of collaboration, and enhancing efficiency in the refereeing sector. As the Learning & Development Coordinator, you will be responsible for developing relevant material and by working closely with Member Federations and other stakeholders.

## ROLE RESPONSIBILITIES

- Manage the development and implementation of a modernised national refereeing education curriculum, tailored to advance the professional development of match officials nationwide.
- Lead the development and staff to design engaging and interactive educational materials for integration into the national Learning Management System (LMS), applying contemporary approaches to ensure uniformity and excellence in education across all levels.
- Manage the roll out of the national LMS providing support, training and education for member federation staff across the ecosystem.
- Forge consistent and comprehensive training modules to bolster the education infrastructure within the Australian Football landscape, fostering knowledge transfer and elevated performance standards universally.
- Measure and track compliance of the implementation of the LMS for refereeing across the Member Federation network.

## ROLE OUTCOMES/ DELIVERABLES

- Lead the development and roll out updated national education curriculum that aligns with industry best practices and addresses the unique aspects of current refereeing.
- Systematic development and deployment of extensive educational resources through the new national LMS, ensuring state-of-the-art, consistent training experiences for referees.
- Lead the support process for Member Federations to deliver the implementation of the LMS platform, developing a comprehensive training and development plan for stakeholders.
- Generation of standardised, dynamic, and influential training resources, resulting in advanced learning engagements and enhanced on-field performance within the Australian Football community.

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- Tangible improvement in knowledge exchange, collaborative efforts, and educational uniformity among Member Federations, directly attributable to the centralised approach to training materials.
- Notable uplift in the professionalism and skillset of match officials throughout Australia, as evidenced by performance metrics and evaluations from Member Federations and referees themselves.
- Undertake a comprehensive benchmarking exercise to ensure Football Australia refereeing in a leader in training, education and development material for match officials both in Australian sport and across the AFC.
- Greater efficiency in the production and dissemination of educational content, removing operational duplication, and better allocation of resources for Football Australia and its Member Federations.

## MAJOR INTERACTIONS

- General Manager – Community Refereeing
- Learning and Development Coordinator – Refereeing
- Member Federation Referee Staff
- Community Match Officials
- General Manager – Elite Refereeing

## KNOWLEDGE, SKILLS, AND EXPERIENCE

<b>Essential</b>	<ul style="list-style-type: none"> <li>• Proven experience in designing, developing, and implementing training/educational programs, preferably in a sports environment.</li> <li>• Solid understanding of Learning Management Systems (LMS) and experience in customising such systems to meet specific needs.</li> <li>• Demonstrable ability to analyse feedback and performance data to drive continuous improvement in training programs.</li> <li>• Strong knowledge of modern learning methodologies and digital learning resources.</li> <li>• Exceptional project management skills, with a track record of delivering complex projects on time and within budget.</li> <li>• Excellent written and verbal communication skills, with the ability to effectively engage with a variety of stakeholders, including educational professionals and sporting bodies.</li> </ul>
<b>Desirable</b>	<ul style="list-style-type: none"> <li>• Prior experience in the football industry, specifically in refereeing or similar capacity.</li> <li>• Understanding of the specific learning needs and challenges associated with refereeing from community through to elite.</li> <li>• Experience in managing a revenue-generating education platform.</li> <li>• Understanding of Australian Football ecosystem and its Member Federations.</li> <li>• Experience in working with cross-functional teams.</li> <li>• Familiarity with remote learning tools and strategies, especially in the context of a dispersed, national workforce.</li> </ul>

## QUALIFICATIONS

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<b>Essential</b>	
<b>Desirable</b>	<ul style="list-style-type: none"> <li>• A minimum of a bachelor’s degree in education, Learning &amp; Development, Business Administration, or related field.</li> </ul>
<b>UNIQUE CRITERIA</b>	
<p>The following selected items identify the requirements of the role</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Out of hours and weekend work</li> <li><input type="checkbox"/> Intra and/ or Interstate travel</li> <li><input type="checkbox"/> International Travel</li> <li><input type="checkbox"/> Significant periods of work away from home</li> <li><input type="checkbox"/> Significant Responsibilities – This does not contain a comprehensive listing of responsibilities, activities and duties that are required of the incumbent. These may change from time to time at the discretion and needs of the manager/organisation</li> </ul>	
<b>ADDITIONAL REQUIREMENTS</b>	
<p>To comply with our organisational policies and/ or national and state legislation, the following selected items are requirements of the role</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> National Police Check</li> <li><input checked="" type="checkbox"/> International Criminal History Record for each country (other than Australia) in which you have resided for 12 months or more in the last 10 years (if applicable)</li> <li><input checked="" type="checkbox"/> Full working rights in Australia</li> <li><input checked="" type="checkbox"/> Working with children check (paid/ employee) or state- based equivalent</li> <li><input type="checkbox"/> Working with children check (volunteer) or state- based equivalent (volunteer roles only)</li> </ul>	