



**AFC
WOMEN'S
ASIAN CUP
AUSTRALIA
2026™**

Position Description

**LOC Broadcast & Media Officer,
Sydney**

Overview	
Title	Broadcast & Media Operations Officer
Department	Broadcast & Media Operations
Location	Sydney
Reports To	Broadcast & Media Operations Manager
Work Type	Contractor
Hours/Days Per Week	37.5 hours per week Tournament time roster, average 10-hour days
Accountability	
Number of direct reports	2
Number of indirect reports	16-20
Budget responsibility in \$	TBC

About Us
The Asian Football Confederation (AFC) has awarded Football Australia hosting rights for the 2026 edition of the AFC Women's Asian Cup™. Having co-hosted the best-ever edition of the FIFA Women's World Cup™ in 2023, Australia will host the Continent's premier women's national team for a second time in history having also staged the 2006 edition of the AFC Women's Asian Cup™. This prestigious event will bring together 12 nations in a tournament structured into three groups of four. Following the resounding success of last year's FIFA Women's World Cup™, Football Australia, its stakeholders and partners are eager to create another tournament that celebrates women's football, delivers legacy outcomes for football and Australian society more broadly. A Local Organising Committee (LOC) has been established for the sole purpose of delivering the 2026 edition of the AFC Women's Asian Cup™ in Australia.
Our Culture & Values
AFC Women's Asian Cup is built on a foundation of inclusivity, respect, and unity, with a rich representation of both First Nations people and the diverse multicultural football community we proudly serve. We are united in our mission to deliver exceptional experiences for players, fans, and all those who are part of our journey. As one team, our strength lies in the trust we place in one another and the broader football family. Excellence drives everything we do, as we strive to create lasting opportunities that contribute to our Legacy 26 and elevate the global game. We strive to achieve this by embodying our core company values, which include: 1. Inclusive 2. United 3. Trust 4. Excellence

Background & Purpose of the Role

Reporting to the Broadcast & Media Operations Manager the LOC Broadcast and Media Operations Officer is a pivotal member of the Broadcast & Media Operations team for the AFC Women's Asian Cup 2026.

Based at Western Sydney Stadium and Stadium Australia at tournament time, this role is responsible for ensuring seamless integration and delivery across all functions involving rights-holding broadcasters (RTVs), the host broadcaster (HB), accredited media, photographers, and non-rights holders.

Working closely with AFC, AFG, Host Broadcaster, venue management, and relevant LOC departments, the BMOO is responsible for delivering a world-class experience for both broadcasters and media, from venue fit-out to matchday operations and post-event wrap-up.

Role Responsibilities

Tournament Planning

- Prepare Tournament Time Site Operations Plans (SOPs) in line with LOC Project Management requirements and timelines.
- Develop connections and relationships with AFC & AFC Broadcast & Media representatives.
- Establish relationships, workflows and communication plans with all LOC Program Areas to
- Ensure LOC Broadcast & Media staff & contractors receive all relevant plans, documentation and contact details to best prepare them for venue setup, testing & troubleshooting.

Broadcast Operations

- Serve as the primary LOC point of contact for all broadcast operations at venues.
- Coordinate with AFC, AFG, Host Broadcaster, and LOC departments to ensure build, delivery, and bump-out of broadcast areas meet planned requirements.
- Manage installation of broadcast needs (e.g. lighting, power, access, signage) by venue management team and ensure is compliant with planning requirements.
- Support AFC & AFG to deliver facilities and services to RTVs.
- Ensure all systems are tested and operational prior to matchdays.
- Liaise with IT, venue ops, and technicians to ensure stable internet and power supply.
- Monitor and escalate risks or issues to broadcast and media operations management team.
- Document and report on broadcast delivery, issues, and learnings.

Media Operations

- Serve as the main LOC point of contact for all media operations at the venues.
- Oversee MD-1 & Post-Match Press Conference operations at Stadiums in conjunction with AFC Media Officers and PMA Team Media Officers / Team Managers.
- Oversee the setup, delivery and bump-out of all media spaces at stadiums and training sites including media tribune, workrooms, press conference rooms, mixed zone, and pitch-side photographer positions and any other media spaces within the stadium(s).
- Implement venue-specific media operations plans, ensuring alignment with AFC Women's Asian Cup 2026 tournament guidelines and standards.

- Support AFC to deliver matchday media workflows, including access control, pre-match press conferences, mixed zone operations, and post-match media activities.
- Coordinate with the accreditation team to ensure appropriate media access and resolve on-site issues with media accreditation and access devices.
- Ensure timely installation of LOC deliverables including media signage, overlay, power, internet connectivity, and catering in all relevant areas.
- Assist with scheduling MD-1 and match day transportation in host city for accredited media.
- Brief and manage volunteers and media staff, ensuring they have clear understanding of roles and responsibilities and maintain professional interactions with media and players.
- Respond to and resolve operational issues or complaints from media representatives and escalate where necessary.
- Support AFC Media Officers and team media officers, facilitating access and coordination for pre- and post-match media obligations.
- Capture venue-level insights and reporting, including statistics on media attendance, issue logs, and suggestions for improvement

Role Outcomes/ Deliverables

- Full readiness and seamless execution of broadcast and media operations at venues.
- Contribution to the overall tournament reputation and legacy, especially regarding global broadcast and media coverage and stakeholder satisfaction.
- Effective implementation of AFC media and broadcast policies at the venue level, including access zones, media protocols, and signage requirements.
- Timely and accurate matchday delivery of post-match press conferences and mixed zone, media activities with no disruptions.
- Strong working relationship with AFC Broadcast & Infotainment Managers, AFC Media Officers, AFG Broadcast Manager, team media managers, and venue operations teams.
- Delivery of accurate and timely daily reporting, incident summaries, and a final post-tournament venue broadcast and media report.
- Volunteers and media operations staff trained and managed effectively, contributing to the overall success of the media operations program.
- Compliance with all health, safety, and security protocols.

Major Interactions

- WAC26 Program Areas
- Football Australia
- Asian Football Confederation (AFC)
- Asian Football Group (AFG)
- Paramount+ and Network Ten
- Team Media Liaison Officers

Knowledge, Skills and Experience

Essential

- Minimum 3–5 years working in media and/or broadcast roles at major live events (e.g., FIFA, Olympics, national leagues, or equivalent).

	• Technical experience in broadcast and media operations. • Familiarity with working alongside media agencies, Host Broadcasters, Rights-Holding Broadcasters, and venue staff. • Effective communication, negotiation, and problem-solving skills to address client needs, build a cooperative atmosphere and deliver value-added services. • Ability to work under pressure, remain calm, and composed. • High level of flexibility to meet changing priorities and variable working duties. • Ability to sustain high level performance with limited supervision • Demonstrated ability to maintain discretion and confidentiality • Willingness and availability to work outside core hours • Full working rights within Australia
Knowledge, Skills and Experience	
Desirable	• Previous combined role experience (Media & Broadcast) • Experience in football event delivery within the Asia-Pacific region • Prior experience working in Asia-Pacific football or sport event environments • Bachelor's degree in a relevant field (media/ communications, broadcast, business administration, event management, project management) • Postgraduate qualification in Media and Communications, Sports/ Event Management, or a related discipline • Industry-recognised certifications (e.g., PMI, Prince2, Agile for project management)
Unique Criteria	
The following selected items identify the requirements of the role; ☒ Out of hours and weekend work ☐ Intra and/ or Interstate travel ☐ International Travel ☐ Significant periods of work away from home ☒ 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.	
Additional Requirements	
To comply with our organisational policies and/ or national and state legislation, the following selected items are requirements of the role; ☒ National Police Check ☒ 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) ☒ Full working rights in Australia ☒ Working with children check (paid/ employee) or state- based equivalent	

☐ Working with children check (volunteer) or state- based equivalent (volunteer roles only)