

Position Description

Manager, Sport and Physical Activity

Transplant Australia wishes to employ a manager to build and grow its role as the peak charity providing sporting opportunities and community engagement for the transplant community.

Title:	Manager, Sport and Physical Activity
<i>Role:</i>	Flexible for right candidate – preferred Full-time
<i>Salary:</i>	Available upon request
<i>Location:</i>	Flexible – remote or Sydney Olympic Park head office
<i>Reports:</i>	1 – Transplant Active Coordinator (Project contract)
<i>Key Stakeholders:</i>	Transplant Australia State Committees Government departments (ASC, OTA) Sporting bodies - NSOs and NSODs Members/Participants/Volunteers

About Us:

Transplant Australia is the nationally recognized charity for organ and tissue donation and transplantation, respected by governments, the donation and transplant sectors, stakeholders and the community.

Transplant Australia has a significant heritage in sport, formerly called the Transplant Sports Association in each state and territory in Australia. It is recognized by the Australian Sports Commission as a National Sporting Organisation with a Disability and is a proud Member Country of the World Transplant Games Federation.

Transplant Australia now advocates for the donation and transplant community and provides an increasing number of education and support services for those on a transplant journey, all while growing our flagship event, the Australian Transplant Games.

Transplant Australia recently conducted the World Transplant Games in Perth attracting an invigorated community with new and old members alike all willing to support the transplant cause through physical activity and sporting initiatives.

As a result of this and a strategic review process by the Board, this is a redefined role with a key focus on delivery of high-quality events and programs promoting health and wellbeing within the transplant community.

Key areas of Responsibility:

Event Delivery	<ul style="list-style-type: none"> • Manage and oversee delivery of the Australian Transplant Games (2024) and all auxiliary events
Transplant Sports	<ul style="list-style-type: none"> • Development of sporting pathways to assist recipients back into regular sport • Manage team preparations for the World Transplant Games (2025)

Transplant Active	<ul style="list-style-type: none"> Engage, coordinate and support local event delivery with State Committees Facilitate virtual physical activity and mental health engagement opportunities Manage and activate the TA Digital clubhouse platform
Governance and Relationships	<ul style="list-style-type: none"> Manage the TA Sports Advisory group and bring together key stakeholders interesting in developing sports within our community Act as the Transplant Australia representative on external stakeholder engagement groups Develop productive relationships within the transplantation and sport industry stakeholders Key reports and insights to CEO, Board and key partners such as ASC.

Key Skills and Attributes

<i>Essential</i>	<i>Desired</i>
<ul style="list-style-type: none"> Current working with Children Check and driver's license Event management experience Able to work efficiently and independently Able to work positively and contribute as part of a small collaborative team Strong oral, written and presentation communication skills Experience working across multiple streams of work Works with integrity, respect, is approachable and calm under Represent the interests of Transplant Australia while listening closely to the needs of the community, Demonstrate empathy while at the same time a strong focus to achieve the charity's strategic objectives 	<ul style="list-style-type: none"> Transplantation and/or Donation lived experience Experience working in the sport and/or not-for-profit industry Experience working with volunteers and across complex committee and stakeholders Experienced in project management, commercial servicing and digital activations.

To Apply:

Please submit your application for the above role via email to ian.atkin@transplant.org.au by COB **July 26, 2023**.

All applications should be submitted as one PDF document, including a one-page cover letter addressing the position key areas of responsibilities and a detailed CV.

Transplant Australia is committed to providing equal employment opportunities. We encourage applications from people from diverse backgrounds including but not limited to, Aboriginal and Torres Strait Islander people; people from culturally diverse backgrounds; young people; older workers; people with disabilities; the LGBTQIA+ community; and other under-represented groups.