Job Title:	National Elite Pathway Manager	**Job Number:**	1699
Division:	Australian Institute of Sport	**Location:**	Canberra
Branch:	Sport Strategy and Investment	**Grade:**	7
Reports to:	Deputy Director - Sport Strategy and Investment		
Date of Effect:	December 2018		

Environment	Sport Australia plays a central leadership role in the development and operations of the Australian sport sector and acts as the leading sports agency in Australia, building collaboration, alignment and effectiveness within the Australian sport sector. The AIS Division is responsible for leading and enabling a united high performance system that supports Australian athletes to achieve podium success. The Sport Strategy and Investment Branch will work collaboratively with sports to understand and challenge their HP strategy and enable informed future investment and resources allocation decisions.

Primary Job Purpose	Lead and collaborate with National Sporting Organisations (NSOs) in the planning, development, coordination and delivery of partnerships, strategies and research to establish contemporary and sport-relevant athlete pathways and successfully identify and develop talented athletes to medal winning performances.
Job Responsibilities	1. As part of the senior leadership team, provide high-level strategic leadership, advice and direction to the Section to achieve team and business outcomes. This includes: • Develop and implement a sport-specific national approach to athlete pathway development with a focus on talent identification, verification and transfer. • Provide technical and expert advice to NSOs to support the development of the athlete pathway component of their strategic plan. • Deliver tailored solutions for NSO's to allow them to develop an evidence-base for talent identification and pathway management using data analytics in areas including athlete and performance profiling and environmental profiling. • Establish and manage frameworks and processes to ensure that the AIS has an evidence base to inform strategy development and high performance system improvement in the area of athlete talent identification and pathways; and • The development of knowledge sharing strategies for the identification and dissemination of leading practice. 2. Initiate, develop and implement sustainable business development plans, strategies and systems. 3. Work collaboratively with key NSO Performance Directors, Talent or Elite Development Managers, AIS Performance Managers and other internal staff to develop and deliver tailored initiatives to meet the needs of sport. 4. Manage the development and implementation of frameworks, policies, guidelines and other resources that deliver business outcomes for Sport Australia. 5. Within established policy parameters, provide overall management responsibility for the Section, ensuring high level judgement, decision making and advice to deliver effective people management that motivates employees and optimises both individual and team performance.

	6. Actively promote and role model Sport Australia values of Excellence, Integrity, Respect and Teamwork, and contribute to positive organisational change, effective communication, and continuous improvement at Sport Australia. 7. Work collaboratively as part of a high performing team/organisation, establishing and maintaining effective partnerships with key internal and/or external stakeholders to identify, lead and deliver high quality business outcomes. 8. Provide oversight of the provision of quality advice and reporting on relevant issues to the Minister, Sport Australia Board and senior management.
People Management	Yes, accountable for two direct reports in a team of three employees.
Budget Management	Yes, full cost centre accountability.

JOB HOLDER CAPABILITIES	
Qualifications and Experience	**Essential:** • Degree or higher qualification/s and demonstrated senior level experience in sports coaching or sports science. • Demonstrated experience in leading successful national talent identification and pathway programs • Experience in successfully leading and managing a diverse team, including demonstrated success in achieving team and project objectives in line with a strategic direction. • Demonstrated capacity to provide timely, compelling and concise advice to inform executive members and senior management to support decision making. • Demonstrated high level experience in managing financial resources, data analytics, risk management, business planning and strategy development. • Experience delivering cultural change through influence and using innovative techniques. **Desirable:** • Affinity for and/or deep knowledge of high performance sport would be a clear advantage.

Key Behaviours

- **Deciding & Initiating Action**: Makes prompt, clear decisions which may involve tough choices or considered risks; Takes responsibility for actions, projects and people; Takes initiative, acts with confidence and works under own direction; Initiates and generates activity.
- **Working with People:** Demonstrates an interest in and understanding of others; Adapts to the team and builds team spirit; Recognises and rewards the contribution of others; Listens, consults others and communicates proactively; Supports and cares for others; Develops and openly communicates self-insight.
- **Relating & Networking**: Establishes good relationships with customers and staff; Builds wide and effective networks of contacts inside and outside the organisation; Relates well to people at all levels; Manages conflict; Uses humour appropriately to enhance relationships with others.
- **Presenting & Communicating Information:** Speaks clearly and fluently; Expresses opinions, information and key points of an argument clearly; Makes presentations and undertakes public speaking with skill and confidence: Responds quickly to the needs of an audience and to their reactions and feedback; Projects credibility.
- **Learning & Researching**: Rapidly learns new tasks and quickly commits information to memory; Gathers comprehensive information to support decision making; Demonstrates a rapid understanding of newly presented information; 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).

- **Creating & Innovating:** Produces new ideas, approaches or insights; Creates innovative products or designs; Produces a range of solutions to problems; Seeks opportunities for organisational improvement; Devises effective change initiatives.
- **Formulating Strategies & Concepts:** Works strategically to realise organisational goals; Sets and develops strategies; Identifies and develops positive and compelling visions of the organisation's future potential; Takes account of a wide range of issues across, and related to, the organisation.

- This position is required to travel domestically and/or internationally.
- This position requires/may require weekend work, or outside ordinary work hours.