



BASKETBALL OPERATIONS MANAGER

Bellarine Peninsula Basketball Association Inc. (BPBA) is a non-for-profit community based sporting organisation. The Association comprises of over 1900 players, coaches and referees. It is responsible for the development of Basketball across the Bellarine Peninsula region and is an affiliated body of Basketball Victoria. BPBA seeks to appoint a suitably qualified individual to manage its operations and continue to move the Association forward.

Based at the Bellarine Sports Centre (Drysdale), you will be responsible for the operations of the association. Working with the BPBA Board of Directors, to strategically plan for the future of the Association and development of Basketball in the region.

Key responsibilities include:

- Manage the operations and administration of the organisation; membership growth, customer satisfaction and provision of outstanding service;
- Develop new relationships and business opportunities;
- Maintain and enhance existing relationships with key stakeholders including Basketball Victoria, Basketball Vic Country, Bellarine Secondary College, City of Greater Geelong, venues, clubs, members, government entities, and program partners.
- Oversee Competition Management, including fixturing and results management;
- Assist the BPBA Board to develop and implement the associations Strategic and Business Plans
- Manage the financial operations, prepare annual budgets and cash flow reporting;
- Grow BPBA through business development, sponsorship, marketing and communication, and deliver growth strategies;
- Lead, motivate and develop a quality team of staff and volunteers.

The position may be full-time or part-time, dependent on the suitability of the applicant to perform the required tasks.

Pay rate to be determined with successful applicant.

For further information or a copy of the position description please email admin@bpba.org.au

Please forward your application, along with your personal resume to:

Email: admin@bpba.org.au

Subject: Operations Manager

Closing date for applications is Thursday 21st December 2017.

Bellarine
Peninsula
Basketball
Association Inc

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