

## Coordinator Sports, Turf & Facilities

Looking to join a leader in sports ground management? As our Coordinator Sports, Turf & Facilities you will work innovatively with our community to support participation & improve accessibility to our sporting facilities.



  
GLEN EIRA  
CITY COUNCIL

OUR SPORTS,  
TURF & FACILITIES

- Want to work with a sector leader in turf management? Do you have the vision to broaden our offering with synthetic surfaces?
- We will invest in you to stay at the forefront of best practice to protect and preserve our industry.
- Band 7 \$98K - \$110K base + Super + Flexible work options to suit your lifestyle

We have the best sports turf in Melbourne & are looking for a leader to build on our reputation to include synthetic surfaces & sports infrastructure

### About the Role

Our recent culture survey results demonstrate that Glen Eira City Council is a high performing organisation. We have clear direction from our leaders and are our people are passionate about what they do.

Our Parks Department is in exciting phase of regeneration. We are committed to delivering sustainable benefit to our community through our strategic planning, commercial decision making (\$14M budget) and continuous improvement of our processes.

Our leaders will play a vital role in establishing the vision, empowering teams and maintain commitment to agreed standards. Council is recognised for providing the best sports turf in Melbourne, and we are looking for a Coordinator Sports, Turf and Facilities who can continue to build on our reputation in this space, to include management of synthetic surfaces & sporting infrastructure. This includes project management of the Capital Works program from solution design and documentation to development and maintenance of assets. As a result, you will negotiate and maintain a responsive and professional relationship with a range of relevant internal and external clients and various interest groups and individuals from the broader community.

### You will measure your success by your:

- Your proficiency in the application of the science of sports grounds, turf and facilities management and maintenance
- Your innovative approach to search for solutions to new problems and opportunities that assist with developing policy options for Council.
- Experience in supervising staff and contractors carrying out a variety of sports ground functions.

## Coordinator Sports, Turf & Facilities

- Familiarity with the principles and practices of budgeting and relevant accounting and financial procedures.
- Ability to manage stakeholder expectations and by delivering quality outcomes for the sporting community of Glen Eira.
- Ability to consult, negotiate and gain co-operation and assistance from a range of people including other staff, residents and ratepayers, community groups, statutory and government personnel, non-government organisations and community interest groups.
- Ability to prepare and review detailed capital works designs and contract specifications.
- Knowledge and understanding of legislation as it relates to services planning and an understanding of the legal implications and decisions, especially in relation to public liability and occupational health and safety.

### **About You**

With broad knowledge and experience in managing all aspects of public sports grounds, turf and facilities management and maintenance, you will lead and empower your team to innovatively deliver service to our community. With an appreciation of the importance of synthetic surfaces you will work in partnership with sporting and community groups to achieve a shared vision for offerings in this space. As a result, you will draw on your experience in capital improvement projects and project management, including performance and financial reporting procedures. Given the specialised nature of your work you will have an innovative approach to problem solving and applying new techniques to meet evolving needs.

Working within a values-based culture, you will possess emotional maturity and bring a positive attitude to the workplace.

Please note the successful candidate must be willing to undergo a police records check and Working With Children's Check for the purpose of employment. Also, in accordance with government requirements, the successful candidate will be required to demonstrate evidence of approved COVID-19 vaccination or authorised medical exemption.

### **About Glen Eira City Council**

Glen Eira City Council aims to be an organisation that is high performing, values based and one that strives for innovation. We are proud of our achievements and have been recognised as an Employer of Choice in The Australian Business Awards 2019. We endeavour to recruit people with who share our values, are proud of the work they do and have a desire to make a difference to our community.

### **Benefits**

We have a great culture that is valued by all our staff. Team work, collaboration and innovation are a key focus at Glen Eira City Council. We will offer you:

- A supportive team environment where your ideas are welcomed
- Extensive Leadership Development programs
- A job that is challenging and exciting
- Reward and recognition programs
- Comprehensive leave entitlements
- Flexible working arrangements

### **How to apply**

## Coordinator Sports, Turf & Facilities

For a confidential discussion about this please contact Mark Dornau, Manager Parks on 9524 3640.

To view a position description for this role please visit our careers page  
<https://www.gleneira.vic.gov.au/about-council/careers/explore-our-jobs>

Please attach your resume along with a cover letter detailing your experience and how it relates to the role.

*Glen Eira City Council prides itself on being an equal opportunity employer and a child safe organisation. As a Council, we are committed to:*

- *providing a diverse and inclusive workplace that values the safety and wellbeing of children and young people, as well as all our employees;*
- *receiving applications from people of all diverse abilities, skills, languages, cultures and backgrounds including: people with disability, Aboriginal and Torres Strait Islander people and LGBTIQ and gender diverse people;*
- *reconciliation and supporting the Aboriginal and Torres Strait Islander aspirations. If you are Aboriginal or Torres Strait Islander and require advice and support with the recruitment process, contact our Aboriginal Civic and Cultural Officer on T: 03 9524 3333 or E: [MBickford@gleneira.vic.gov.au](mailto:MBickford@gleneira.vic.gov.au)*

*We value the knowledge, skills and talents that all people can share with our workforce and community.*