



EVENT CASUALS

Employer:	Swimming WA (SWA)
Reports to:	General Manager – Competitive Pathways
Department:	Competitive Pathways
Location	Beatty Park Leisure Centre, North Perth, Western Australia
Position Overview	<p>Background</p> <p>Swimming Western Australia (SWA) is the peak body for competitive swimming in Western Australia with its head office based at Beatty Park in Perth. Its key stakeholders are Western Australian Swimming Associations and Clubs, the Australian Swimming Coaches and Teachers Association (ASCTA), Swimming Australia Limited and other State Swimming Associations.</p> <p>SWA currently has 77 Clubs and over 11,000 registered Members statewide. Its Members include swimmers, officials, administrators, volunteers and parents of athletes. SWA is responsible for the management and development of the sport from the State team at elite level through to “grass roots” community level participation.</p> <p>The Association is structured across the operational areas of high performance, commercial and events, marketing and communications, community sport and supporting corporate services including finance and information technology.</p> <p>Primary Job Purpose</p> <p>Event Casuals will be employed to assist with the implementation of seasonal competition events delivery. This will include both Pool and Open Water events. These team members will be the face of SWA at these events and be required to assist with set up, pack down and the smooth implementation of the competition events during the day.</p> <p>This role would suit school or university students looking for weekend work. People with experience in swimming would be well situated to fit this position.</p>
Core Responsibilities	<ul style="list-style-type: none"> • Facilitate the smooth running of the competitive events offered by SWA • Oversee event volunteers • Ensure that events are conducted to pre-planned timetable
Key duties:	<ul style="list-style-type: none"> • Attend and manage the operational delivery of SWA pool meets • Attend and manage the operational delivery of SWA OWS meets • Coordination and development of Meet Director file, announcer prompts, programs and event layouts • Oversee and assist with the set up and pack down of competition venue for all SWA pool or OWS meets

	<ul style="list-style-type: none"> • Ensure SWA pool or OWS meets are delivered to the highest standards including benchmarking competition delivery and execution against best practice. • Any other duties as directed by the Competitive Pathways team at SWA meets
Essential Criteria	<p>Candidates applying for this role must have the following:</p> <ul style="list-style-type: none"> • Knowledge and experience in sporting environments • Goal oriented with outcomes and performance based approach to achieving required tasks • Strong time management, presentation skills and the ability to meet deadlines and prioritise tasks • Excellent interpersonal skills with the ability to evoke the cooperation of people including volunteers, coaches, athletes and officials • Strong communication (written and verbal), relationship building and presentation skills • Preparedness to be flexible in respect to work hours • Ability to work independently with excellent initiative and passion • A current drivers license • Working with Children Check (must have prior to applying for the role) • National Police Clearance (must have prior to applying for the role)
Desirable Criteria	<p>Candidates with the following will be highly regarded:</p> <ul style="list-style-type: none"> • A tertiary degree in a relevant field or progression towards the degree • Experience in sport event coordination • Hands on experience in Swimming Club event management or Competition experience • A strong passion and interest in Aquatic Sports
Hours of work	<p>This is a casual position. The nature of the position is that the majority of working hours will be on weekends and outside regular business hours.</p>
How to Apply	<p>Send a cover letter and resume outlining relevant experience and skills. The application also requires documentation which addresses each essential criteria listed in this document.</p> <p>Address to Swimming WA General Manager – Competitive Pathways, Ben Harvey, with Reference</p> <p>To apply email ben.harvey@wa.swimming.org.au</p>
When do applications close?	<p>Close of Business November 30th, 2021</p>
Who do I contact if I have a query?	<p>General Manager – Competitive Pathways</p> <p>Ben Harvey - 08 93284599 or email - ben.harvey@wa.swimming.org.au</p>