

## A THRIVING REGION OF OPPORTUNITY WHERE OUR COMMUNITIES ENJOY A VIBRANT LIFESTYLE

### Team Leader - Sport & Recreation

<b>Division</b>	Community & Environmental Services	<b>Department</b>	Community Services, Sport & Recreation
<b>Reports To</b>	Sport & Recreation Manager	<b>Direct Reports</b>	Yes (5)

### Position Purpose

Lead a multi-disciplinary team in the delivery of sport and recreation services to community organisations across the region.

### Key Responsibilities and Outcomes

#### Operational

As a Team Leader - Sport and Recreation and member of the Sport and Recreation Unit you will:

- Proactively engage with community, sport and recreation organisations to support excellence in governance and sustainable facility management.
- Provide specialist technical advice and support on community, sport and recreation facilities, issues and needs.
- Provide positive leadership and professional supervision to members of the team and foster a team culture characterised by high quality customer service, team work, innovation and excellence.
- Undertake the development of feasibility studies, management plans and operational models to achieve best practice sport and recreation facility utilisation and management.
- Contribute as a major stakeholder in the development of master plans, concept plans and detailed designs for community, sport and recreation infrastructure; including the submission and administration of capital project funding applications to external agencies for the delivery of identified corporate and community priorities.
- Identify opportunities to renew or develop new facilities to meet changing community needs.
- Cultivate and maintain effective relationships with internal and external stakeholders including, but not limited to: Councillors, other Council departments, State and Federal government agencies and community organisations.
- Participate in system, policy and process improvement initiatives that optimise the efficiency and effectiveness of services.
- Contribute towards the development and review of annual budgets (capital and operational), operational plans and other business planning activities.

#### Values

At Moreton Bay Regional Council we are on a journey to creating a great culture. Our values shape the way we behave and how we interact with each other to deliver the best service to the community. The safety of you and the community is our number one priority and we are all responsible for creating an inclusive, safe workplace and protecting our environment. As a leader of people, you will take accountability for demonstrating the values, expectations and behaviours and enable my team members to do the same.

### Decision Making



#### Budget - NA

**Delegations** - Delegations under the *Local Government Act 2009* and as directed and published in Council's Delegation Register.

#### Knowledge & Experience

- Experience in leading a team to achieve desired operational and strategic outcomes within a complex operating environment.
- Strong project management skills including the ability to meet competing deadlines, manage multiple projects and be adaptive in a rapidly changing environment.
- Highly developed people and relationship skills with a demonstrated ability to work in a team environment and communicate and motivate effectively at all levels of the organisation.
- Highly developed written and oral communication skills.
- Experience in the development and implementation of complex community engagement strategies with a diverse range of stakeholders.
- Strong stakeholder management skills with a demonstrated ability to forge and maintain collaborative partnerships.

#### Qualifications

- Tertiary qualifications in the social sciences, sports management, business, or other relevant field.
- Current C class driver's licence

*This position description reflects a summary of the key accountabilities of the position, it is not intended to be an all-inclusive list of duties, steps and tasks. Leaders may direct team members to perform other duties at their discretion.*