

- Lead and grow an evolving State Sporting Organisation
- Strategic leadership and stakeholder management focus

ABOUT CALISTHENICS VICTORIA

Calisthenics Victoria Incorporated (CaliVic) is the recognised state sporting association, soon to be a Company Limited by Guarantee, for calisthenics in Victoria and comprises and represents all member clubs/colleges and their performers, the Victorian Calisthenic Coaches Association (VCCA), Australian Society of Calisthenic Adjudicators - Victorian Branch (ASCA-V) and Calisthenics Victoria life members.

CaliVic's vision is that "Australia knows and loves Calisthenics" and role is to develop Calisthenics and support the community, leading to the delivery of great sporting experiences which inspire more confident performers.

CaliVic works collaboratively with stakeholders and the wider sporting community, guided by the values of Confidence, Courage, Community and Connection.

This is an exciting time to join CaliVic! Work with the Board to develop and implement the 2023-26 strategic plan, including some exciting key initiatives that will sustain the sport's growth as it recovers from the covid period.

CHIEF EXECUTIVE OFFICER

The CEO of CaliVic will provide leadership and direction across the sport. They will be responsible for overseeing the day-to-day management and delivery of the strategic priorities as agreed with the Board.

The role requires the ongoing development and maintenance of strong and effective relationships, with a broad and complex range of internal and external stakeholders.

The CEO will need to be a hands-on leader for their staff, to motivate and inspire their team, and be a mentor for the future leaders within the organisation. The CEO will provide leadership and support across all aspects of the sport including operations, finance, high-performance, events, commercial partnerships and communications.

The CEO will be an approachable and diplomatic negotiator, with the ability to guide and inspire the calisthenics family through times of change. As the 'spokesperson' for calisthenics in Victoria, the ability to communicate effectively, including public speaking skills, is essential.

- Attractive market competitive salary
- East Oakleigh (Melbourne) based

The successful candidate will need a strong understanding of the Victorian sporting industry, leading advocacy and unlocking opportunities for the sport at all levels of government. The individual will also bring a commercial mindset to the role, with the ability to identify new and alternative revenue streams for the sustained success and growth of the sport.

While prior experience in a comparable CEO role will be highly regarded, candidates ready to apply experiences gained from a similarly scaled leadership role will also be considered.

A background in calisthenics is not required; however you must be committed to providing strong foundations for the growth of the sport throughout Victoria.

KEY RESPONSIBILITIES

The CEO will be primarily responsible for:

Strategic Planning, Policy and Decision-Making

- Lead the development and implementation of the organisation's vision and strategic plan, with the Board.
- Drive the implementation of departmental plans
- Allocate resources to where they will deliver the most value in executing CaliVic's strategic priorities.
- Report on the achievement of the Strategy and operational plans against objectives and targets endorsed by the Board
- Provide feedback and guidance to CaliVic staff and volunteers
- Compare and evaluate the effectiveness of the organisation's management techniques, resources, use of technology and results against benchmarks
- Review and make recommendations to the Board regarding changes in market trends and opportunities to improve calisthenics outcomes

Corporate Financial Performance

- Align the organisation's strategic and financial plans in developing the annual operating budget for endorsement by the Board, and the ability to review and interpret the organisation's performance against the budget throughout the year, providing detailed variance analysis to the board at monthly meetings

CHIEF EXECUTIVE OFFICER - CALISTHENICS VICTORIA

KEY RESPONSIBILITIES - Financial Performance (Continued)

- Critically assess and update the projected end of year outcome compared to the original budget in response to changed organisational priorities, or other factors causing variances to the original budgeted position
- Interpret the organisation's financial position and performance, provide early advice of emerging issues with a material financial impact, and make recommendations to the board as required to assist with the strategic decision process
- Maintain strong stakeholder relationships including engagement with the Victorian Government and identify additional funding opportunities through increased commercial partnerships

General Executive Duties

- Develop with the Chair of the Board, a personal performance plan. Annually review the effectiveness of CaliVic's operations to ensure management processes are aligned with the Business Plan.
- Prepare written correspondence, reports, board material; technical and specific issue-related presentations
- Ensure compliance with all constitutional, by-law and policy requirements including general meetings, board meetings, reporting and distribution of documentation
- Select and build a high-performing management team

Relationship Management

- Maintain and foster excellent relationships with the member clubs/colleges of CaliVic
- Maintain and foster excellent relationships with CaliVic's affiliated organisations and operational committees.
- Maintain and foster an excellent relationship with other associated calisthenics organisations including Australian Calisthenics Federation and the other State and Territory associations
- Build and leverage relationships with the Victorian Government in pursuit of collaboration to improve calisthenics outcomes

Compliance

- Review, promote and comply with all CaliVic's policies and procedures
- Review, promote and comply with CaliVic's Child Safety Standards committed to protecting and prioritising the safety of children
- Review, promote and comply with CaliVic's Workplace Health & Safety regulations, policies, procedures and relevant legislation

KEY PERFORMANCE ACCOUNTABILITIES

Performance for this position is met when:

- The 2019-22 strategic plan objectives are being met and guiding the activities of the organisation
- The 2023-26 strategic plan has been developed and is guiding the activities of the organisation
- Management of the CaliVic office, staff and the partnership with the board has been achieved through the development of projects, policies, and regular reviews
- Funding is secured from Victorian Government, and other funding agencies and sponsors, meeting targets with provisions made for improvement
- All reporting requirements are met under grant agreements
- Good governance is being maintained and supported through CaliVic as a whole
- All CaliVic reporting requirements have been fulfilled

KEY RELATIONSHIPS

Reports to: Calisthenics Victoria Board

Direct Reports (6)

- Administration Manager
- Events Manager
- Club & Community Development Officer
- Sports Development Officer
- Marketing Coordinator
- Heads of Operational Committees

Key Stakeholders

- Affiliated Clubs and their key personnel
- Victorian Calisthenics Coaches Sub-committee (VCCA)
- Australian Society of Calisthenic Adjudicators (ASCA) - Victorian Branch
- CaliVic Operational Committees
- CaliVic Board Sub-Committees and working parties
- Australian Calisthenic Federation (ACF)
- ACF Skills Committee
- Victorian Government Agencies - VicHealth and Sport and Recreation Victoria
- VicSport
- Partners and sponsors

LOCATION AND TRAVEL

The position is based at the Calisthenics Victoria office at 6/104 Ferntree Gully Road, East Oakleigh.

Travel throughout Victoria (and some interstate travel) will be required on occasion to attend various meetings, competitions and events.

CHIEF EXECUTIVE OFFICER - CALISTHENICS VICTORIA

HOURS OF WORK

This is a Full Time position. Due to the nature of the role and the sport industry, significant evening and weekend work will be required to attend meetings, competitions and events. A degree of flexibility in working hours is required to meet the needs of staff, members and stakeholders.

REMUNERATION GUIDE

An attractive remuneration package will be available to the successful candidate, negotiable depending upon skill level and experiences. At the time of applying, candidates are invited to indicate their current salary and salary expectations.

Candidates are invited to call Sportspeople Recruitment to discuss salary before applying if that will be helpful in your decision making.

SELECTION CRITERIA

In addition to demonstrating **relevant experience across the core functional areas of responsibility identified in this Position Overview**, candidates applying for this role will require a range of personal and professional skills, including:

Qualifications

- Tertiary degree, ideally in business or sports management
- MBA or postgraduate qualification in business or sports management (preferred)
- Current Working with Children Check

Skills and Experience

- General management, including the development and implementation of short-term plans and strategic vision
- Financial management within a tightly controlled environment, requiring careful cost and cash flow management
- Stakeholder management of a diverse group of interests, including commercial partners
- High level understanding of government processes and public policy, and a proven track record in public policy advocacy
- Experience in driving innovation and change in complex environments
- High level strategic thinking and strategic planning capabilities
- Sound business and financial acumen, a commercial orientation to decision making and a sound understanding of community funding and marketing issues
- Outstanding communication and interpersonal skills in a range of forums including public speaking and a willingness to communicate widely in a publicly visible role
- Proven ability to interpret and implement constitutions and legislation

Attributes

- Integrity and ethics
- Professional conduct and diplomacy skills
- Analytic intelligence and initiative
- A leadership style that promotes collaboration and teamwork
- A willingness to work with others and show empathy
- Outstanding communication skills
- Vision and perspective
- Endurance, tenacity, and ability to identify and solve problems
- Enthusiastic, energetic, and creative attitude with the ability to speak publicly

Calisthenics Victoria encourages all suitable applicants to apply for this role regardless of gender, age, ethnicity, race, cultural background, disability, religion or sexual orientation.

WEBSITE AND SOCIAL MEDIA

For more information and news items on all facets of activities, services and programs, visit:

Calisthenics Victoria website: calisthenics.asn.au

Facebook: facebook.com/calisthenicsvictoria

Twitter: twitter.com/calisthenicsvic

Instagram: instagram.com/calisthenicsvictoria

RESIDENCY AND IMMIGRATION

Candidates must be an Australian Citizen / Permanent Resident or have unlimited working rights within Australia to be considered for this position.

TIMELINES

Final interviews and the appointment of the Chief Executive Officer, Calisthenics Victoria are scheduled for mid-October, 2021.

The successful candidate would be expected to commence duties as soon as possible, mindful of notice periods and general availability.

PLEASE APPLY NOW TO AVOID MISSING OUT!

Please note Sportspeople Recruitment will commence screening and interviewing for this role immediately.

If you are intending to apply, please do so now.

We reserve the right to close the role early if sufficient merit applications are received.

Applications Close: 5pm Wednesday 22 September, 2021

CHIEF EXECUTIVE OFFICER - CALISTHENICS VICTORIA

APPLICATION FORMAT

Candidates must complete and submit the **COMPULSORY Sportspeople Recruitment Application Form** at the time of applying. The form is available as a download at the Sportspeople Recruitment website listing for this role and contains questions against which we require your specific response prior to considering your application.

Sportspeople Recruitment prefers a 1-2 page letter of introduction and an accompanying CV of no more than 6 pages, merged into the Application Form as one MS Word file.

APPLY TO

Your application should be sent electronically via the “apply now” link at the advertisement via sportspeoplerecruitment.com/jobs

ENQUIRIES

In the first instance general enquiries should be directed to Scott Oakhill on 0408 258 337 or FREECALL AU 1800 634 388 or +61 2 9555 5000 or via jobs@peoplerecruitmentgroup.com.

ABOUT SPORTSPEOPLE RECRUITMENT

The Chief Executive Officer, Calisthenics Victoria search and recruitment process is being managed exclusively by **Sportspeople Recruitment** - *a specialist division of People Recruitment Group*.

Sportspeople Recruitment is a leading executive search and recruitment firm servicing sport business. Celebrating 25 years in 2021 our curated Talent Network has been developed as a result of successfully filling thousands of roles across the A-Z of sport business employers. We offer the most experienced Consultant team in the market available to assist with executive search, general recruitment, hiring strategy, remuneration planning and executive/Board advice.

We are delighted to have been appointed by Calisthenics Victoria as the exclusive search partner for the Chief Executive Officer position.