



Partnerships Executive

Manly Warringah
Sea Eagles

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- **Newly created role in an iconic sporting club**
- **Relationship/account management focus**
- **Deliver partnership benefits for leading brands**

About the Manly Warringah Sea Eagles

The Manly Warringah Sea Eagles are an iconic Australian sporting organisation, and one of the most successful teams in the National Rugby League since entering the competition in 1947. The Sea Eagles boast a rich history and proud, loyal supporter base, and the excitement is already building for 2023.

Partnerships Executive

The Manly Warringah Sea Eagles rich history and success would not be possible without the support of Corporate Partners. This role is pivotal in ensuring the success of the Clubs' commercial portfolio.

Reporting to the Partnerships Manager, the Partnerships Executive will be responsible for managing a portfolio of corporate partners, ensuring an effective delivery of rights and benefits, as well as overseeing the delivery of corporate hospitality ticketing for all corporate partners. With an innovative and forward thinking approach, this role will also work to identify new opportunities for corporate partners to receive maximum value and leverage from their partnership with the Club.

To be considered for this role you will have experience in an account/relationship management and/or sponsorship servicing role, ideally from within a professional sporting club. You will be a driven, proactive and passionate individual with a demonstrated ability to manage competing priorities and varied tasks simultaneously whilst maintaining a high level of attention to detail and meet deadlines in a fast paced environment. The ability to work independently as well as collaboratively within the wider team structure is key; you must be prepared to roll up your sleeves and work hands-on as required.

Whilst an understanding of rugby league and the ability to "talk footy" would be beneficial, a friendly, professional and confident, client focused approach is a must, as is the capacity to build and maintain relationships and strategically engage a diverse group of stakeholders at all levels.

This is an exciting opportunity to work with leading brands and ensure they receive outstanding service and continue to value their support of this iconic sporting club.



Main Responsibilities

- Assist the Partnerships Manager and the Commercial Team to proactively plan and ensure the delivery of all contracted rights and benefits for corporate partners.
 - Account manage a portfolio of Corporate Partners.
 - Ensure that all Corporate Partner requests are responded to and resolved as quickly as possible at all times.
 - Build and maintain strong relationships with day-to-day corporate partner representatives to ensure corporate partners are always well informed and serviced.
 - Attend to, and actively engage with, corporate partners / hospitality clients at all home games, Club events and some away games where relevant to the servicing of corporate partners.
 - Be innovative and forward thinking regarding new opportunities for corporate partners to receive maximum value and leverage from their partnership with the Club.
 - Assist with the regular tracking and reporting on delivery of rights and benefits for corporate partners.
 - Assist with updating and maintaining key reporting documents including work in progress reports, case studies and end-of-season review documents for corporate partners.
 - Assist with the digital schedule to ensure all design and delivery dates are being met and delivered. Work with both the Club graphic designer and corporate partner graphic designers to ensure delivery of digital assets is always within brand guidelines.
 - Work with the Commercial Team and other relevant stakeholders to streamline administration processes including hospitality ticketing.
 - Ensure that all corporate partner agreements are accurately entered and rights and benefits allocated accordingly. Also work with the accounts department to ensure that all corporate partners receive invoices as per payment dates in agreements.
 - Manage the marketing components of the corporate department's external Club communications including, but not limited to, regular eDMs.
 - Assist with the coordination and delivery of corporate events such as golf days, corporate breakfasts and networking events.
 - Assist the Partnerships Manager where required with the Club's merchandise and retail program.
 - Game day setup and hosting of hospitality areas including the Shaw and Partners Chairman's Club for all home games.
 - Assist with the coordination and delivery of corporate activations for game days and events.
 - Assist with coordinating corporate partner deliverables including, but not limited to, photoshoots, video content and player appearances. This includes liaising with the football department and other relevant departments with detailed and timely briefs for corporate requirements.
- There are also opportunities to work within, and experience other areas of the business which may be of interest, including Marketing, Events, Digital and Community.

Measures of Performance

- Attention to detail and presentation of work.
- Providing proactive and effective support to the Commercial Team.
- Strong relationships with corporate partner day-to-day contacts.
- Development of strong mutually beneficial business relationships.

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:

- Proven experience in a sponsor servicing or account executive role
- A genuine passion and commitment to delivering the highest standard of work
- Attention to detail
- Proactive, passionate and energetic
- Forward thinking and innovative
- A professional attitude and work ethic
- Experience working in sport is desirable
- Excellent time management and strategic planning skills
- Strong communication skills, both written and verbal
- Ability to establish and further develop strong working relationships
- A strong interest and knowledge of Rugby League is desirable

Residency & Immigration

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

Location and Travel

This position is located in new offices in the Manly Sea Eagles Centre of Excellence at the North end of 4 Pines Park, 25 Federal Parade, Brookvale. On-site car parking is available. Travel to attend match days and other events may be required.

Hours of Work

This is a full time position with a normal week of 38 hours. Given the unique nature of the sports industry, working outside of office hours will be required including attending all match days (home games) throughout the season and other job related activities from time to time. A degree of flexibility is required.

Remuneration Guide

A remuneration package of \$75,000 per annum, inclusive of superannuation, will be available to the successful candidate, negotiable depending upon skill level and experience. At the time of applying, candidates are invited to indicate their current salary and salary expectations.

Website & Social Media

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

Sea Eagles website: seaeagles.com.au

Facebook: facebook.com/ManlySeaEagles

Twitter: twitter.com/SeaEagles

Instagram: instagram.com/manlyseaeagles

TikTok: tiktok.com/@manlyseaeagles



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 as soon as sufficient merit applications are received.

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 Partnerships Executive, Manly Warringah Sea Eagles search and recruitment process is being managed exclusively by **Sportspeople Recruitment**.

Sportspeople Recruitment is a leading executive search and recruitment firm servicing sport business. Celebrating 26 years in 2022 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 the Manly Warringah Sea Eagles as the exclusive search partner for the Partnerships Executive position.

Merit Recruitment

Don't meet every single requirement? Studies have shown women and minority groups are less likely to apply for jobs unless they meet every single qualification. **Sportspeople Recruitment has a reputation as a leader in merit recruitment.** Everything we do has a focus on presenting the best candidates to our client Employer whilst maintaining a commitment to do what we can to address the imbalance of under-represented groups in leadership positions.

If you believe you have what it takes to perform this job but don't tick off every single qualification and experience we've listed, we encourage you to focus on the strengths, experience, qualifications and soft-skills you do have as the reasons you should apply. Believe in yourself and if still in doubt call our Consultant for a quick chat or simply apply. Without an application we can't consider you and we'll never consider your application a waste of our time.

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