

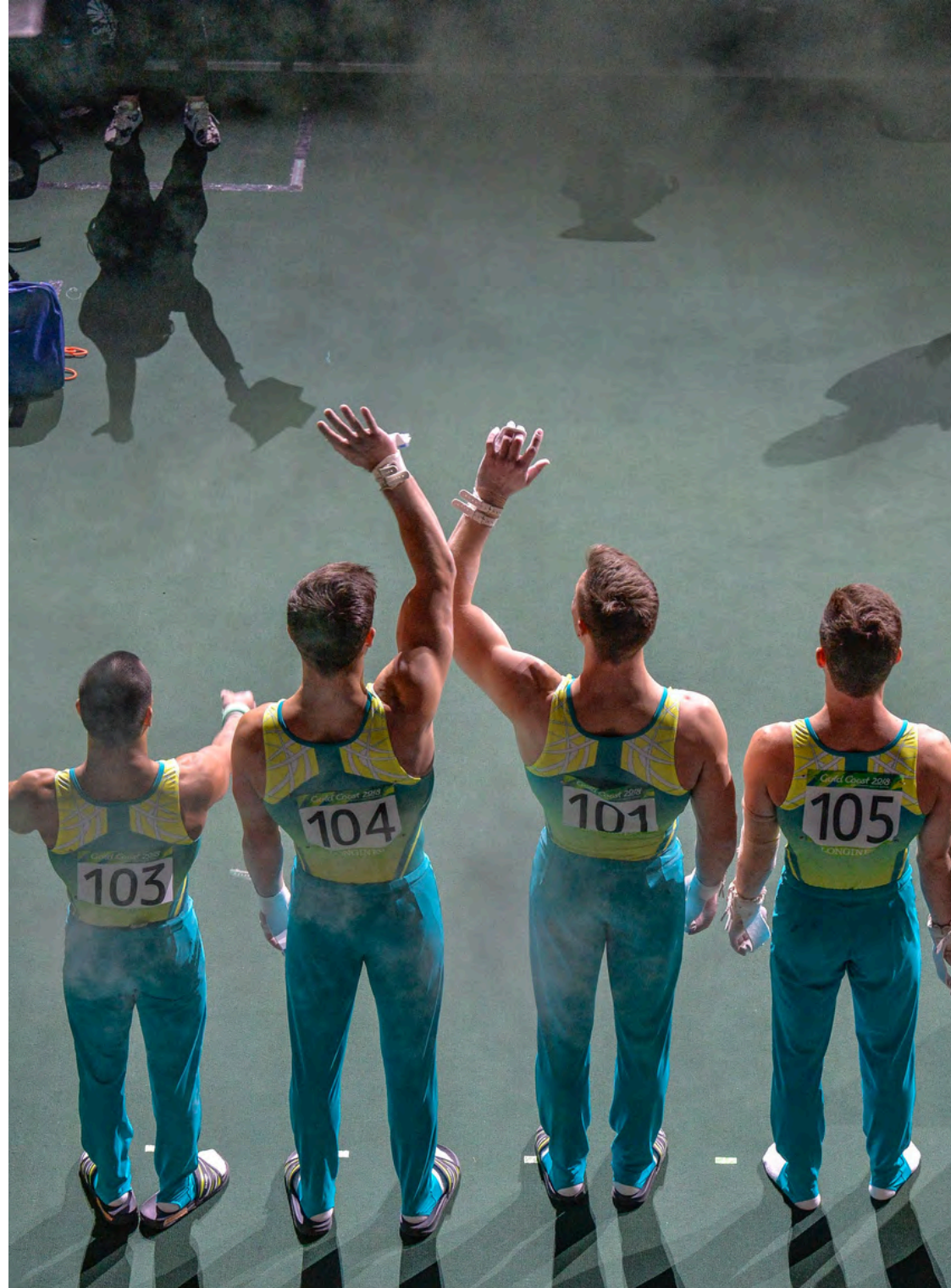


Gymnastics
Australia

Learning Designer

Gymnastics Australia

SPORTSPEOPLE
RECRUITMENT



- **National Sport Organisation - Olympic sport**
- **Deliver exceptional online learning experiences for the Gymnastics community**
- **Develop and maintain learning resources for Coaches and Judges**
- **Albert Park, Melbourne location (hybrid working environment)**

About Gymnastics Australia

As the peak governing body for gymnastics in Australia, Gymnastics Australia (GA) is a not-for-profit member-based organisation with a Federated operating model supported by its State and Territory Associations. Gymnastics in Australia includes the disciplines of Acrobatics, Aerobics, Gymnastics For All, KinderGym, Parkour, Men's Artistic, Rhythmic, Trampoline, and Women's Artistic. Each discipline is governed and supported by a National Commission comprised of voluntary technical experts and community leaders. GA provides national frameworks, participation and competition pathways for each gymnastics discipline; as well as delivering national and international events; and providing training and professional development for the gymnastics workforce.

Providing services to 500+ clubs, 7000+ accredited coaches and judges, 800,000+ participants, and gymnastics fans, the GA team is comprised of gymnastics experts, sport management and business leaders. With the head office located in the thriving sports precinct at Albert Park in Melbourne, GA also hosts National Training Centres at the Australian Institute of Sport in Canberra and in Brisbane that work to facilitate high performance pathways and support Australian gymnasts to compete at international benchmark events including World Cups, World Championships, the Commonwealth Games and the Olympic Games.

Vision - An inspiring gymnastics experience for every Australian

Mission - Gymnastics Australia grows the gymnastics community by fostering wellbeing and excellence in everything we do.

"We're looking for an instructional design professional to work with our subject matter experts to build engaging and user-friendly learning resources for the gymnastics community"

Tammy Johnson, Acting Head of Workforce Development



Learning Designer

The Learning Designer is responsible for delivering exceptional learning experiences to the Gymnastics Community. Primarily focused on Coach and Judge education, the Learning Designer will develop and maintain Gymnastics Australia's suite of learning resources. Utilising instructional design documentation and content supplied by subject matter experts, the role develops engaging, interactive and accessible courses, resources and assessments. The role is also instrumental in maintaining and enhancing GA's existing suite of courses and resources, leveraging new technologies and innovative learning strategies to increase candidate engagement and enjoyment.

The Learning Designer reports to the Head of Workforce Development and is a key member of the Member Services team, which provides exceptional customer service to the Gymnastics Community, national and state staff, and ensures that the products and services offered by Gymnastics Australia positively contribute to the growth of gymnastics in Australia. The team deliver coach and judge learning and development as well as facility and club development support, working in close collaboration with State and Territory (STA) staff. The team is dedicated to the growth and development of every Gymsport, working in partnership with National Gymsport Commissions and ensuring that organizational resources are focused on what matters most.

To be considered for this role you will have demonstrated experience developing engaging eLearning resources, with the ability to liaise with a diverse range of stakeholders to obtain technical subject information and translate into relevant course content and online learning modules.

Whilst tertiary qualifications in digital design, education, training and assessment or similar would be an advantage; more important is the ability to manage your time effectively, planning and delivering multiple programs, resources, materials and projects consecutively on time and on budget. Experience with Adobe Creative Suite and Articulate 360 (Rise, Storyline) is essential.

Candidates must have strong people and communication skills, with the ability to work collaboratively and swiftly build relationships and trust with subject matter experts (coaches and judges) of all levels, as well as providing optimal customer service to a diverse range of stakeholders and volunteers, in particular the Education staff based in each of the State and Territory Associations.

Whilst experience in sport is not considered essential, a background in gymnastics, or a coaching and/or judging accreditation in any sport would be looked upon favourably.

This is an exciting opportunity to vault your career into the exciting sport industry. If this sounds like your 'perfect 10' then apply now!



Key Responsibilities

Leadership

- Work effectively with the Member Service Team, GA and STA Staff and National Gymsport Commissions to deliver education and learning in pursuit of our Strategic Priorities
- Contribute in a proactive and emotionally intelligent manner to Member Services Team and State education discussions creating an environment that encourages constructive challenges and debate
- Lead and role model organisational values within Gymnastics Australia and across the broader gymnastics ecosystem
- Provide reliable and consistent operational leadership, contributing to the conditions for people to achieve success and perform to an excellent standard

Strategic

- Oversee the production of educational and learning reporting for the Executive Team, CEO, and Board, ensuring ongoing alignment to strategy and optimal performance
- Build capability and establish systems that promote industry leading learning experiences for our community
- Innovate and evolve our digital platforms that best positions the organisation to service State and Territory Associations and the gymnastics community

Stakeholder Engagement and Relationships

- Continually build enhanced value for the gymnastics community by engaging with State and Territory Associations, National Gymsport Commissions, Technical Members, Clubs, Athletes, and Subject Matter Experts in the design and development of education experiences

- Build and maintain effective relationships learning delivery partners and service providers including Learning Management System providers, IT vendors, consultants, and Subject Matter Experts
- Deliver exceptional internal customer service for national and state staff, contributing to improved service to members
- Engage with teams and individuals across the organization in ways that build capabilities in the areas of learning design and project management
- Partner with relevant internal teams to ensure that any our education services to the gymnastics community are adequately designed and promoted

Operational and Administrative

- Transform learning content and frameworks into engaging and effective learning materials that meet the needs of our community.
- Transform ideas and content into engaging and effective interactive eLearning materials utilising bespoke eLearning templates and style guides
- Advise on enhancement of eLearning templates and style guides to increase effectiveness, ease of use, accessibility and engagement
- Advise on best practices for creating engaging interactive content
- Design accessible eLearning materials with intuitive user interfaces that support Web Content Accessibility Guidelines (WCAG).
- Work in partnership with the Member Services Team to ensure that priority projects are well planned with adequate project management support.

Member Services Team Profile

Primary Customers

- Technical Members
- National Commissions
- STA Staff
- Affiliated Clubs

Primary Stakeholders

- Funding Partners
- Subject Matter Experts
- State and Local Governments
- Industry Partners

Staff

- Education
- Learning and Development
- National Gymsport Commissions
- High Performance
- Events
- Marketing and Communications
- Integrity and Safer Sport

Core Services

- Sport Growth and Development
- Participation Events and Competitions
- Facility Advocacy and Development
- Education, Learning and Development
- Member Engagement and Communication
- Continual Improvement and Innovation

Budget and Resources

- This role has no direct budget responsibilities

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:

Essential

- Qualifications in a relevant discipline, or equivalent Learning Design industry experience
- Demonstrated experience developing engaging eLearning resources
- A track record of working with others to ensure alignment on priorities and planning as part of day-to-day operations
- Ability to work with other team members and key stakeholders, and focus on delivery and outcomes
- Outstanding customer service, interpersonal and communication skills
- High degree of computer literacy and digital systems proficiency
- Valid and current Working with Children Check
- Experience with Adobe Creative Suite and Articulate 360 (Rise, Storyline)

Preferred

- Bachelor of Digital Design or Design Technologies or equivalent industry experience
- Certificate IV in Training and Assessment (TAE)
- Working knowledge of the Australian sport system

Values Alignment

Collaboration

- Set the team and organisation up for success, be helpful, and openly share information
- Actively seek opportunities to work together with staff, stakeholders and members
- Listen generously, share what you have heard and learned from others

Excellence

- Seek feedback and data to continually improve what we do and how we do it
- Invest time and energy into your own learning and development, reflect, and be open to feedback
- Focus on your key performance indicators, stick to the strategy

Respect

- Prioritise the safeguarding of children and young people, and protect the integrity of gymnastics
- Provide outstanding customer service, design and deliver exceptional customer experiences
- Build meaningful relationships with your colleagues, members and stakeholders

Commitment to Safeguarding Children and Young People

Gymnastics Australia is committed to protecting children and young people from harm. All employees are required to meet the behaviour standards outlined in our Member Protection and Safeguarding Children and Young People Policies.

As part of your role, you may be required to work with children and young people and make important decisions that affect them. It is your obligation to always ensure their safety and report any concerns that you have, in line with our commitment to the National Integrity Framework. You will be required to regularly provide the necessary working with children and police records.

Gymnastics Australia requires applicants that will work with children or young people to undergo a screening process prior to appointment. This may include interviews and reference checks. Please note that referees should;

- Be able to provide information about the applicant's suitability to work with children and young people
- Have known the applicant for at least 12 months and not be related to the applicant
- Be able to vouch for the applicant's reputation and character

Gymnastics Australia has zero tolerance when it comes to abuse of any kind and will take disciplinary action, including and up to termination of employment, should we determine that abuse has taken place or there has been a failure to report any suspected or alleged abuse in line with the National Integrity Framework.

Location

The Learning Designer will be based at the Gymnastics Australia office in Melbourne's thriving Albert Park sports precinct.

Gymnastics Australia offers hybrid and flexible working arrangements with set days in the office (minimum 3 days per week) and remote working days upon mutual agreement.

Hours of Work

This is a permanent full-time position. Gymnastics Australia generally operates during business hours Monday-Friday.

Remuneration Guide

An attractive market competitive 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.

Residency and Immigration

Candidates must be an Australian or resident with a legal right to reside and work in Australia in order to be considered for this position.

Timelines

Final interviews and the appointment of this role are scheduled for August/September, 2025.

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

Website & Social Media

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

Gymnastics Australia Website: gymnastics.org.au

Facebook: facebook.com/GymnasticsAustralia

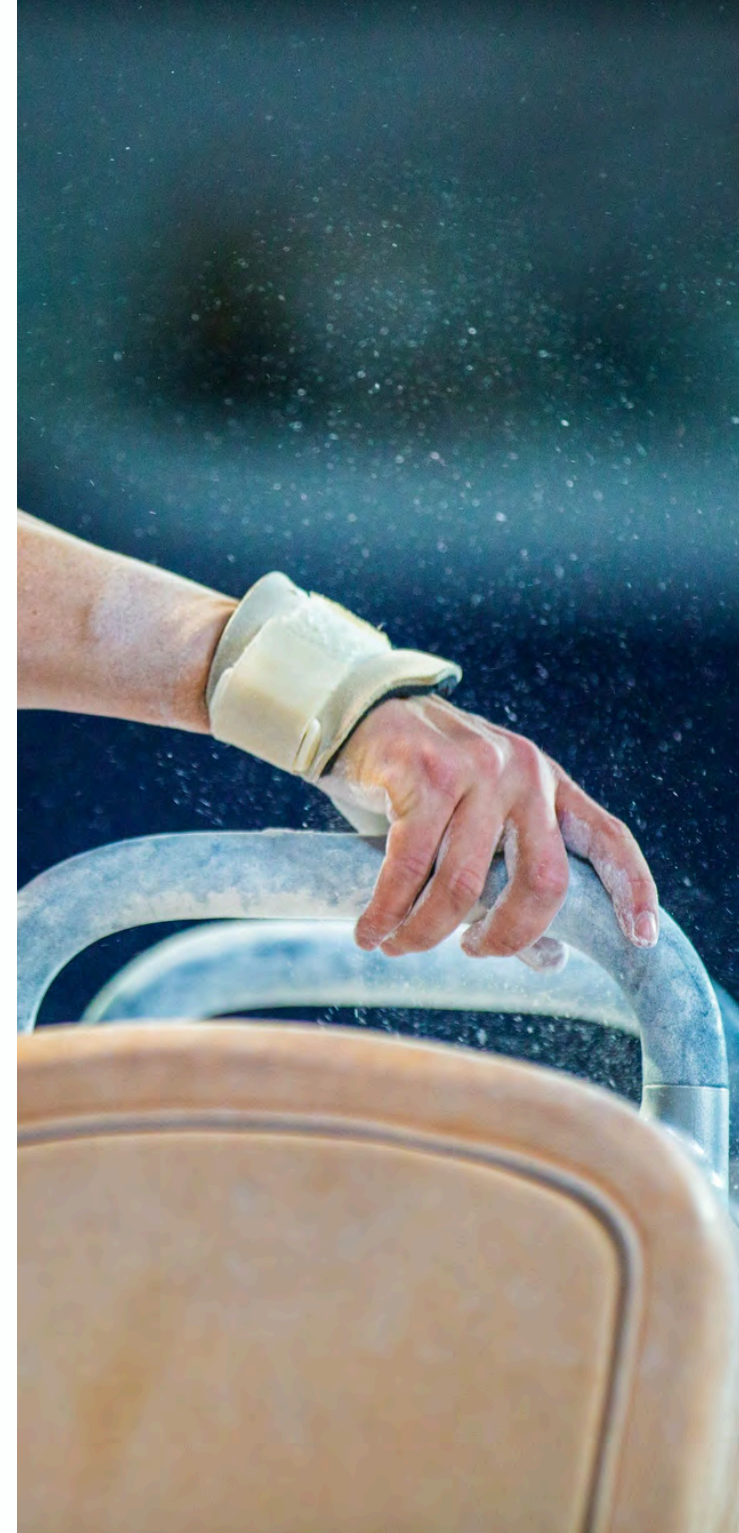
Instagram: instagram.com/gymaustralia

LinkedIn: linkedin.com/company/gymnastics-australia

Gymnastics Australia Member Portal to sign-up and view the "flex learning page": [flex learning access](#)

Policies:

- [Member Protection Policy](#)
- [Safeguarding Children & Young People Policy](#)



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 Now 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 or **+61 2 9555 5000** or via admin@sportspeoplerecruitment.com.

About Sportspeople Recruitment

The Learning Designer, Gymnastics Australia 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 29 years in 2025 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 Gymnastics Australia as the exclusive search partner for the Learning Designer position.

Australian owned - globally connected - since 1996

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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