



Business Operations Manager Lacrosse Australia

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- **Olympic sport in a transformational era**
- **Diverse role establishing core systems and processes across all operational functions**
- **Location flexible (work from home)**
- **12 month full time contract - flexible hours**

About Lacrosse Australia

Lacrosse Australia (LA) is the national governing body for Lacrosse in Australia, overseeing the sport's governance, growth, and development. LA works in partnership with Member Associations (MAs), Sport Australia, and World Lacrosse to support athlete development, facilitate competitions and events, and promote the sport nationally.

With lacrosse confirmed for the LA28 Olympic Games - its first appearance in more than 100 years - this is a transformational period for the sport in Australia. Lacrosse Australia is scaling rapidly and strengthening its systems to meet Olympic and international best-practice standards.

"This high impact role will develop contemporary management systems and processes across our operations, uplifting organisational capability and setting the sport up for long term success."

Anna Carroll - Chief Executive Officer



Business Operations Manager

Lacrosse Australia is seeking a Business Operations Manager to establish, implement, and embed the organisation's core operational systems and processes across all functions. This includes marketing, growth and participation, coaching, officiating, finance, and events.

Reporting directly to the CEO, this is a high-impact position responsible for developing best practice day-to-day operational systems that ensure Lacrosse Australia operates efficiently, transparently, and to Olympic-level standards. Over the 12-month engagement, the role will significantly strengthen organisational capability in implementation, reporting, and operational delivery.

To be considered for this role you will bring demonstrated experience in business operations, ideally from within a sport administration, not-for-profit or start-up environment. With strong analytical, critical thinking and problem-solving ability paired with a passion for continual improvement, you will be skilled at developing, streamlining and implementing systems and processes whilst managing operational and cultural changes that promote business efficiencies and raise the standard of member service.

The role requires an energetic and highly organised self-starter who can manage multiple competing priorities and work independently in a remote working environment. You will have the conviction and courage to challenge the status quo if needed, and able to build strong relationships and elicit cooperation from a diverse range of key stakeholders.

You may already be an experienced Operations Manager, General Manager, Project Manager or similar, with proven knowledge of contemporary governance and good practice. Familiarity with Xero, registration platforms, and digital engagement tools will be well regarded, as will tertiary qualifications in sport management, business, or a related discipline.

A background in lacrosse is not required; however you must be committed to driving a positive change for the systems and processes of Lacrosse Australia.

This is a rare opportunity to play a foundational role in preparing an Olympic Games-bound sport for its next phase of growth. You will work closely with senior leadership, influence national systems and strategy, and help shape the future of lacrosse in Australia during a defining moment in its history.



Key Responsibilities

Systems & Processes

- Develop a robust framework and processes for the efficient management of the day to day operations including:
 - Approval processes for expenses, audits, and fraud prevention.
 - Procurement and supplier engagement
 - Delegation of authority, escalation pathways, and accountability mechanisms
 - Workforce: recruitment, Regular staff reviews, training, and development, ethics, and workplace conduct.
 - Information management systems; use of technology to streamline repetitive tasks; Cyber security; systems audit
 - Dashboards to track performance
 - Procedures for emergencies (IT outages, PR issues, natural disasters).
- Implement and socialise systems and processes across Lacrosse Australia

Operational Delivery

- Lead and coordinate the development of operational plans and reporting processes that deliver the Lacrosse Australia strategy, with a priority focus on:
 - **Growth and Participation:** Support grassroots development, community outreach, equipment distribution, clinics, and activations.
 - **Marketing and Fan Engagement:** Expand national presence through dedicated marketing activity, robust campaigns and media coverage.
 - **High Performance:** Readiness for the LA2028 campaign
- Monitor progress against KPIs and provide regular updates to the CEO.

Events & Competitions

- Document and develop event and competition guidelines for delivering competitions, showcase events, and international tournaments.
- Build event capacity through temporary workforce and volunteer coordination strategies with Member Associations

Finance & Administration

- Support the delivery of financial operations, including budgeting, forecasting, and expenditure management.
- Establish grants, sponsorships, and reporting requirements with accuracy and timeliness.

Marketing, Growth & Participation

- Support the delivery of marketing strategies to enhance awareness of lacrosse nationally.
- Support the delivery of digital engagement, campaigns, and content in alignment with LA's values.
- Manage grassroots participation programs and work with MAs, schools, and clubs to increase reach and impact.
- Support development of sustainable membership growth pathways.

Coaching & Officiating

- Review and confirm national coaching and officiating frameworks remain current and aligned with international standards.
- Oversee accreditation systems, education programs, and capability-building workshops.

People & Culture

- Lead, mentor, and develop staff and contractors across assigned portfolios.
- Foster a positive, inclusive, and values-aligned organisational culture.
- Support workforce planning and succession initiatives, including recruitment of senior roles in line with LA's growth trajectory.

Stakeholder Engagement & Partnerships

- Cultivate positive relationships with Member Associations, ASC,, World Lacrosse, government, schools, and commercial partners.
- Represent LA at meetings, events, and forums relevant to operational portfolios.
- Support the CEO in building credibility with international and Olympic stakeholders.

Key Relationships

Reports to: Chief Executive Officer

Internal Relationships:

- LA Board
- Staff and contractors
- Volunteers

External Relationships:

- Member Associations
- Australian Sports Commission (ASC)
- World Lacrosse
- Asia Pacific Lacrosse Union
- Schools and clubs
- Government agencies
- Commercial and community partners

Hours of Work & Term

This is a Full Time position with flexible working hours (38 hours per week). Due to the nature of the role and the sport industry, some evening and weekend work will be required from time to time to attend meetings and events.

This role will be offered on an initial 12 month contract (secondment options will be considered). There may be a possibility of a contract extension dependant upon funding and role requirements.

Location and Travel

Lacrosse Australia staff are located Australia wide. The Business Operations Manager may work from home anywhere within Australia.

Some travel within Australia may be required on occasion to attend scheduled meetings and events.

Remuneration Guide

A market competitive remuneration package of up to \$115,000 per annum, plus 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.

Candidates are invited to discuss their salary expectations with Sportspeople Recruitment prior to applying.

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

- Demonstrated experience in business operations, sports administration, or related fields.
- Strong procedures and reporting skills
- Strong stakeholder management, negotiation, and communication skills.
- Highly organised with capacity to deliver against multiple priorities in a remote environment.

Desirable

- Experience within a national sporting organisation or not-for-profit.
- Understanding of Sport Australia compliance and reporting frameworks.
- Familiarity with Xero, registration platforms, and digital engagement tools.
- Tertiary qualifications in sport management, business, or a related field.

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 this role are scheduled for February, 2026.

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

If available, the successful candidate will be invited to attend a strategic planning forum in Adelaide on 21/22 February, 2026 (not essential).

Website & Social Media

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

Lacrosse Australia website: lacrosse.com.au

Facebook: facebook.com/AUSLAX

Instagram: instagram.com/lacrosseaustralia

LinkedIn: linkedin.com/company/australian-lacrosse-association

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 **Angelique Everett** on **0401 659 024** or **FREECALL AU 1800 634 388** or or **+61 2 9555 5000** or via admin@sportspeoplerecruitment.com.

About Sportspeople Recruitment

The Business Operations Manager, Lacrosse 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 30 years in 2026 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 Lacrosse Australia as the exclusive search partner for the Business Operations Manager 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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