

## PARTNERSHIPS MANAGER

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| <b>Employer</b>                | Netball WA  |
| <b>Position Title</b>          | Partnerships Manager  |
| <b>Reports to</b>              | Head of Partnerships and Philanthropy   |
| <b>Department</b>              | Shared Services   |
| <b>Office Location</b>         | State Netball Centre, 200 Selby Street, Jolimont  |
| <b>Organisational Overview</b> | <p>Netball WA is the governing body for the sport in Western Australia, incorporating the subsidiary entities of West Coast Fever Netball Club and Glass Jar Australia. Netball WA has a clear vision to be 'The sport of choice in Western Australia'.</p> <p>Underpinning this vision and our purpose of 'advancing netball, advancing communities', is a new 2018-2022 Strategic Plan which outlines key outcomes, goals and strategies across four pillars within Netball WA; People &amp; Culture, Participation, Pathway &amp; Business Performance.</p>  |
| <b>Position Overview</b>       | <p>Reporting to the Head of Partnership and Philanthropy, the Partnerships Manager will be responsible for overseeing the delivery and servicing of all Netball WA, Glass Jar Australia and West Coast Fever corporate and community partners, maintaining at all times service excellence in line with the organisation's strategic objectives.</p> <p>The role will also drive the planning and delivery of the Centre Circle membership program in conjunction with the Head of Marketing.</p> <p>A close working relationship with corporate WA, affiliated bodies including Netball WA's member Regions, Associations and Clubs and the wider commercial community will ensure the successful achievement of this position's objectives.</p> |
| <b>Core Responsibilities</b>   | <ul style="list-style-type: none"> <li>Review and improve the existing Partnership Servicing Strategy across the organisation, ultimately engaging all relevant staff in the delivery of partnership benefits and leading, in particular, the Shared Services team in their partnership servicing responsibilities;</li> </ul>  |



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|                   | <ul style="list-style-type: none"> <li>• Support the retention of all Netball WA, Glass Jar Australia and West Coast Fever corporate partners through a high level of sponsorship servicing;</li> <li>• Maximise revenues for the organisation utilising a comprehensive list of programs, initiatives and events;</li> <li>• Grow the Netball WA brands in a dynamic and vibrant way through identified best practice initiatives, advocacy, engagement and first-class consumer experience methodologies.</li> </ul>   |
| <b>Key Duties</b> | <ul style="list-style-type: none"> <li>• Build and implement retention strategies for existing partners, preferred suppliers, and Centre Circle members;</li> <li>• Ensure allocated partners, suppliers, corporate and government partners receive structured and professional levels of servicing in line with the wider organisation values;</li> <li>• Lead the development, planning and execution of partner servicing programs and initiatives including activations zones at events, digital communication programs and all sponsorship reporting requirements;</li> <li>• Ensure partner and corporate member queries and concerns are dealt with speedily, appropriately and sensitively at all times;</li> <li>• In conjunction with the Head of Partnerships and Philanthropy, seek to secure and upsell sponsorship opportunities to existing partners;</li> <li>• Be responsible for the delivery of sponsorship requirements across all events including West Coast Fever home games, Association Championships and WA Netball League;</li> <li>• Oversee the procurement, retention and servicing of Centre Circle members in conjunction with the Marketing and Memberships Coordinator;</li> <li>• Coordinate and maintain the organisations corporate inventory/CRM capabilities and the ongoing development and engagement of the corporate database;</li> </ul> |

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|                 | <ul style="list-style-type: none"> <li>• Directly line manage the Partnerships Coordinator, as well as lead all Shared Services and broader organisational staff in their relevant roles across partnership servicing;</li> <li>• Ensure all relevant partner servicing activity is delivered within agreed budget parameters;</li> <li>• Coordination and delivery of a range of administrative tasks as required;</li> <li>• Any other duties within the Employees capabilities and which is reasonable to expect the Employee to undertake as directed by the Head of Partnerships &amp; Philanthropy from time to time.</li> </ul>  |
| <b>Criteria</b> | <b>Essential</b> <ul style="list-style-type: none"> <li>• Bachelor's degree in relevant discipline;</li> <li>• Demonstrated experience in a business development and/or sales specific role within the sports industry;</li> <li>• Is able to demonstrate a record of achievement against sales targets/KPI's;</li> <li>• Strong customer service and stakeholder relationship management experience;</li> <li>• A passion for sport;</li> <li>• Strong communication skills, attention to detail and ability to elicit cooperation from and work with a range of people/stakeholders;</li> <li>• The ability to plan and prioritise work and maximise the use of internal and external resources to achieve outcomes;</li> <li>• Excellent presentation skills;</li> <li>• Strong competencies in Information Technology including advanced skills with MS Office and experience with CRM systems;</li> <li>• Ability to work independently and part of a broader team;</li> <li>• Preparedness to be flexible in respect to work hours;</li> <li>• Working with Children Check;</li> <li>• A current "C" class WA driver's license</li> </ul> |

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|---------------------------------------|--|
|                                       | <p><b>Desired</b></p> <ul style="list-style-type: none"> <li>• A good knowledge of WA's corporate market;</li> <li>• An understanding of the community sport landscape in WA</li> </ul>  |
| <p><b>NWA Values + Behaviours</b></p> | <p>Promote the purpose, values and behaviours of Netball WA, West Coast Fever and Shooting Stars within the netball and greater Western Australian communities, advocating the organisation as a deliverer in service excellence;</p> <p><b>Values</b></p> <ul style="list-style-type: none"> <li>• Professionalism</li> <li>• Collaboration</li> <li>• Innovation</li> </ul> <p><b>Behaviours</b></p> <ul style="list-style-type: none"> <li>• Be on the same side and act as <b>one</b></li> <li>• Always <b>support</b> each other to reach our <b>goals</b></li> <li>• Be open and <b>honest</b></li> <li>• Find a way to <b>do</b> what we say we will do</li> <li>• Listen to and <b>value</b> our people</li> <li>• Be the <b>best</b> at what we do</li> </ul> |
| <p><b>Key Interactions</b></p>        | <p><b>Strategic</b></p> <p>Chief Executive Officer<br/> Chief Commercial Officer<br/> Head of Partnerships and Philanthropy<br/> Executive Management</p> <p><b>Operational</b></p> <p>Shared Services Department<br/> Corporate Services Department<br/> Community Netball Department<br/> West Coast Fever<br/> Glass Jar Australia</p>  |

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|   | <p>NWA member Regions, Associations and Clubs.</p> <p>NWA and West Coast Fever partners, suppliers and stakeholders.</p> <p>West Coast Fever Centre Circle members.</p> <p>Western Australian business and corporate community.</p> <p>Netball Australia</p>   |
| <b>Hours of work</b>                          | <p>This role is a full-time maximum term (3 years with possible extension), working 37.5 hours per week. The nature of this position requires some out of hours and weekend work.</p>  |
| <b>Salary/Benefits</b>                        | <p>A salary of up to \$75,000 per annum plus superannuation will be negotiated with the successful applicant dependent on level of experience.</p> <p>Netball WA offers a range of benefits to our staff that include: Free parking on site, tickets to West Coast Fever and other events, mobile phone plan cost reimbursement, access to Professional Development opportunities, Employee Wellness &amp; Assistant Programs.</p> |
| <b>How to Apply</b>                           | <p>Applicants are asked to forward a current resume outlining their relevant experience and a covering letter addressing the i) essential criteria and ii) motivation for your application via seek or e-mail to:</p> <p style="text-align: center;">Srijana Baisyet, HR Coordinator, Netball WA</p> <p style="text-align: center;"><a href="mailto:hr@netballwa.com.au">hr@netballwa.com.au</a></p>                               |
| <b>When do applications close?</b>            | <p>Applications close at <b>5.00pm (AWST) on 25<sup>th</sup> January 2019</b></p>  |
| <b>Who do I contact if I have an enquiry?</b> | <p>In confidence to Daniel Barker, Chief Commercial Officer</p> <p><a href="mailto:daniel.barker@netballwa.com.au">daniel.barker@netballwa.com.au</a></p>  |

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