



## **ACT ROWING ASSOCIATION**

### **EXECUTIVE OFFICER – Part Time**

The ACT Rowing Association (ACTRA) is the peak body for the sport of rowing in the ACT.

Reporting to the ACTRA Committee, the Executive Officer is responsible for the operations of the Association, the implementation of the strategic plan and other frameworks necessary to meet ACTRA's objectives.

The ideal candidate will have planning, management and IT skills, excellent negotiation and interpersonal skills, sound financial and budgeting experience and the ability to develop and meet strict timelines.

Appropriate qualifications (or progression towards qualifications) and experience in sport management or related fields are desirable. This part-time position requires flexible working hours of approximately 25 hours per week and attracts a pro-rata salary of \$50,000 pa plus superannuation.

For a copy of the position description and selection criteria, please email [actra@rowingact.org.au](mailto:actra@rowingact.org.au)

Applications addressing the selection criteria should be sent to:

ACT Rowing Association  
Sports House 100 Maitland St  
Hackett ACT 2602

Or by email to: [actra@rowingact.org.au](mailto:actra@rowingact.org.au)

Applications close 14 July 2008