

Role Statement



TITLE OF POSITION: SASI MANAGER: HIGH PERFORMANCE OPERATIONS
CLASSIFICATION LEVEL: ASO-7

Organisation Overview

The Department of Planning, Transport and Infrastructure (DPTI) serves the South Australian community by providing safe, effective and efficient planning, transport and infrastructure networks across the state and facilitating development of the State's Infrastructure, in accordance with South Australia's Strategic Plan and the State Infrastructure Plan.

DPTI is a values based organisation and relies on its people to live the values through positive behaviours to improve outcomes for employees and all South Australians.

By working together we capitalise on a unique and powerful opportunity – to connect with every part of our community and deliver positive outcomes every day.

Development Division

The Development Division comprises five directorates: Investment Management, Architecture and Built Environment, Planning and Transport Policy, Property and the Office Recreation and Sport.

Office for Recreation and Sport

The Office for Recreation and Sport (ORS) is the lead agency for the Government's policy on sport and active recreation. ORS supports sport and recreation organisations through the development of policy, programs and resources, the provision of funding, recreation and sport planning, infrastructure development, elite sport pathways and the promotion of physical activity.

South Australian Sports Institute

The South Australian Sports Institute (SASI) is a Division within the ORS and is charged with specific responsibilities for the identification, development and support of athletes with the potential to perform at the highest national and international levels in sport. SASI works with sporting partners to conduct world class intensive coaching, training programs and individual scholarship programs. SASI provides leading edge scientific and technical services, whilst supporting the holistic development of athletes, coaches and staff.

Directorate: Office for Recreation and Sport - SASI
Position Number: OR0081
ANZCO Code: 1112
Location: Kidman park



Government of South Australia
Department of Planning,
Transport and Infrastructure

Role Overview

The Manager: High Performance Operations is responsible for the leadership and management of the Institute's key operations areas and sport development programs. The primary focus is to provide strategic leadership and effective management to ensure leading practice within the areas SASI sport program operations and systems integration. Responsibilities also include leadership of a portfolio of initiatives including; talent identification and development, volunteer management, external stakeholder management, communications, as well as directing the day to day activities of the administrative team.

The role reports to the SASI Director and works closely with the High Performance Manager and has direct reporting responsibilities for the SASI Development Program Head Coaches, Program Coordinators and administrative staff. The role involves extensive external (State and National sporting organisations) and internal (ORS, DPTI) stakeholder relationships.

Key Outcomes of the Role

The Manager: High Performance Operations is required to undertake a wide range of activities which may include all or any of the following:

- a. Initiating, planning and delivering significant SASI high performance sport programs, projects, systems and/or services that are consistent with the SASI's mission, and objectives, and enable the achievement of the agency's key performance drivers and targets.
- b. Coordinating the resources and implementation processes for sensitive, innovative, critical or complex international standard and nationally-aligned, high performance sport programs and services operations that demand a significant level of responsibility and decision making.
- c. Managing and motivating staff, key programs and operations stakeholders and others in the achievement of difficult and sometimes conflicting objectives.
- d. Resolving complex issues with innovative solutions that are consistent with Agency objectives.
- e. Providing expert advice to senior SASI/ORS management and external stakeholders regarding current relevant operations, services and developments and their potential implications to agency policies and strategic plans.
- f. Leading, where required, high level research and analysis of complex and sensitive issues and/or policies.
- g. Contributing to a safe, diverse and healthy work environment free from discrimination and harassment by working in accordance with legislative requirements, the [Code of Ethics for the South Australian Public Sector](#), equal employment opportunity and departmental human resource policies, including Work Health Safety and Wellbeing requirements.
- h. Contributing to a high standard of customer service for internal and external clients and quality management and risk.

Special Conditions and Essential Requirements

- Work outside normal office hours and intra and interstate travel is required.
- A current SA driver's licence and willingness to drive is essential.

- This role has been classified as a position of trust and as a 'prescribed position' under the Children's Protection Act 1993. The incumbent is subject to a satisfactory criminal history / record check in line with departmental policies and procedures.

Qualifications / Licences

- Tertiary qualifications and/or extensive experience in sport management and/or high performance coaching.

Person Capabilities

- Demonstrated understanding of Aboriginal and Torres Strait Islander peoples' cultures and social issues, with the ability to recognise and address barriers to Aboriginal and Torres Strait Islander people's participation in departmental policies, programs and services.
- Facilitates DPTI's cultural change by leading, modelling and engaging the workforce to embrace and exhibit the DPTI values and behaviours including:
 - Collaboration** – "At DPTI we work collaboratively as one team to serve the South Australian Community. This means our diversified teams work together to achieve our shared goals."
 - Honesty** – "At DPTI we are honest, open and act with integrity. This means we are truthful, sincere and transparent in our decision making and act at all times in such a way as to uphold the trust of the people we work with."
 - Excellence** – "At DPTI we are committed to excellence in everything we do. This means we use our energy, skills and resources to make whatever we're doing the best. We are committed to ensuring the Health and Safety of our employees and customers."
 - Enjoyment** – "At DPTI we enjoy our work and recognise our success. This means we have fun at work, celebrate our achievements and foster an environment where our people can thrive".
 - Respect** – "At DPTI we respect, understand and value ourselves and every person in our business. This means we listen, embrace diversity in others and have a consistent application in our approach to one another."
- Drives a culture of integrity, professional accountability and diversity across the department and across government, and through community interactions in line with the SA Government's Code of Ethics and the *Equal Employment Opportunity Act 1987*.
- Drives a culture of commitment and accountability in the implementation of the Premier's Safety and Wellbeing Declaration and requirements of the *Work Health and Safety Act 2012*, utilising AS/NZS ISO31000:2009 Risk Management or equivalent.
- Extensive experience in leading, motivating and influencing staff, driving and evaluating work objectives for improved high performance sport performance and service outcomes across strategically aligned functions.
- Significant experience in successfully developing, implementing, evaluating and improving high performance sport programs, projects, systems, policies

and/or services requiring the efficient utilisation of resources and the performance management and development of staff.

- g. Demonstrates ability to act with urgency, apply and advise on broad high performance sport related disciplines knowledge, formulate and suggest practical and innovative solutions, implement change and mitigate risk.
- h. Proven ability to work under broad directions in initiating, planning and delivering significant programs of work and providing timely, concise written and verbal communications to people at all levels.

Delegate Approval

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Name

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Signature

Date: / /

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