



POSITION DESCRIPTION: STAKEHOLDER RELATIONS MANAGER

FIBA WOMEN'S BASKETBALL WORLD CUP 2022

The FIBA Women's Basketball World Cup is the world's largest international women's basketball competition and one of the most prestigious titles in the sport. This major event will feature the world's best players representing 12 basketball powerhouse nations from across FIBA's regions – Asia & Oceania, Americas, Africa and Europe.

ABOUT FIBA

The Federation International Basketball (FIBA) is the association of National Federations which governs the sport of basketball worldwide. Following a competitive bid, Basketball Australia and the NSW Government were awarded the rights to host the FIBA Women's Basketball World Cup 2022 at Sydney Olympic Park from 22 September to 1 October 2022.

FIBA WOMEN'S BASKETBALL WORLD CUP 2022 LOCAL ORGANISING COMMITTEE

Basketball Australia partnered with NSW Government through its major events and tourism agency, Destination NSW and the Office of Sport to win the rights in March 2020 to host the Women's Basketball World Cup as part of the NSW Government's 10 World Cups in 10 years initiative. Basketball Australia established a Local Organising Committee, as a wholly owned subsidiary, to deliver this prestigious event. This World Cup will be one of the first major international events to be held in Australia in 2022 (22 September to 1 October 2022) and comes at an unprecedented time for our country, following devastating bushfires and COVID-19 pandemic. This global sporting event will contribute to Australia's long-term recovery due to the economic and social benefits this event will deliver, along with continuing the powerful message of gender equality and focus on women's sport.

We want this event to reimagine and reinvigorate basketball, and specifically women's basketball, in Australia and the region. We want to create an atmosphere that is cool, fun and unique, with activations, communications and promotions in the lead up to and during the event.

OUR VISION: To ignite the passion for women's basketball globally

OUR MISSION: To create a bold, engaging and inclusive World Cup celebrating the power and excitement of women's basketball

BE PART OF THE TEAM: STAKEHOLDER RELATIONS MANAGER

Reporting to the CEO of the Local Organising Committee (LOC), you'll play a key role in ensuring the FIBA Women's Basketball World Cup 2022 (FWBWC22) is an event everyone wants to attend!

You will be responsible for senior stakeholder management with our local and international stakeholders including State and Federal Government, International Federation and associated VIP's. Together with the LOC team, the Stakeholder Relations Manager will identify key stakeholders, analyse their needs and expectations and ensure that levels of service are developed, communicated and managed accordingly.

You have extensive experience managing a wide range of senior private and public sector stakeholders with empathy and diplomacy. You understand the protocols required for multiple



stakeholder groups and feel confident in navigating solutions to maximise the experience with the International Federation and with stakeholders leading up to and during the event. You have a high degree of professionalism and judgement coupled with exceptional communication skills and high attention to detail. You are enthusiastic and driven, and you want to be part of a team that's dedicated to creating a bold, engaging and inclusive World Cup that celebrates the power and excitement of women's basketball.

KEY RESPONSIBILITIES

- Identify key International Federation, Government and Partner stakeholder groups for the FWBWC22 based on the requirements of the Host Nation Agreement and the LOC key partners and influencers
- Analyse needs, expectations and key protocols required to manage engagement with these groups and instil those across the LOC team
- Engage with the International Federation and develop an outline of key service levels for each group, ensuring expectations are clarified and delivered in line with requirements and capacity
- Develop and maintain key external stakeholder and third-party relationships and support the LOC Executive Team to deliver required expectations
- Consult effectively with the International Federation, Government and other stakeholders to support their objectives, as well as LOC objectives
- Project manage protocol requirements for stakeholders to deliver successful event experience
- Work with stakeholders on operational planning, logistics and processes and provide input to LOC functional areas to ensure a streamlined service with staff and volunteers
- Provide communication and engagement advice and support on protocol requirement of VIPs (Government, International Federation, International Representatives in Australia e.g. Ambassadors / High Commissioners / Consul Generals) in collaboration with the Athlete and Guest Services Manager
- Provide advice on a variety of communication materials and content for stakeholder groups as required
- Identify and manage risks and proactively take part in the overall risk management strategy
- Deliver world class standards across all areas for operational excellence through cross functional collaboration

SELECTION CRITERIA

In addition to demonstrating **relevant experiences across the core functional areas of responsibility identified in this Position Overview**, candidates applying for the Stakeholder Relations Manager role require the following personal and professional skills:

Essential

- Tertiary qualifications and at least 7-10 years' experience working with senior levels in government, corporate, protocol and/or related fields
- Substantial stakeholder management and sports diplomacy experience with local and international business leaders, senior sport administrators (national and international sporting organisations / federations), senior government officials (state, federal and foreign, including Ministers), Guest of Government and sporting identities
- Experience in the planning, analysis and delivery requirements for VIPs (Government, Federations, VIPs) around major global events or associated national/international programs
- Commercial acumen with track record managing resources (including value-in-kind)



- Excellent verbal and written skills, superior organisation and communication, influencing and advocacy skills with strong attention to detail and demonstrated ability to communicate complex ideas through clear and effective messages
- Demonstrated experience influencing and negotiating desired business outcomes with government bodies and international stakeholders
- Extensive experience managing internal and external stakeholders within fast-paced environments, providing clarity and confidence in the relationship while delivering desired business outcomes
- Ability to balance conflicting priorities and work to deadlines, at both strategic and operational levels
- Outstanding professionalism, sound judgement, ability to act with discretion and commitment to delivering outcomes with excellent governance and integrity.
- Exceptional MS office and administration skills, along with superior report writing ability
- A legal right to work within Australia
- Fully vaccinated (COVID-19) in line with NSW Health Requirements

Desirable

- Event management experience highly desirable

LOCATION

Flexible working arrangements will be discussed, noting the FWBWC22 LOC office is based at Sydney Olympic Park.

HOURS OF WORK

Due to the nature of the position, weekend work and extended hours may be required from time to time.

REMUNERATION

The remuneration package is negotiable depending on skill level and experience. The FWBWC22 LOC operates with a BYOD (bring your own device) policy, including computers and phones.

TIMELINES

Applications close 5.00pm AEST Tuesday 8 March 2022. It is expected the commencement date will be in March/April 2022.

TERM

The successful candidate will be employed under a contract, part time will be considered until end of May then fulltime to 14 October 2022. This is subject to funding and may be extended. In addition, a three-month probationary period is also incorporated in the contract.

APPLICATIONS

Submit your application to hr@womensworldcup.basketball by 5.00pm **AEST Tuesday 8 March 2022**. In your application, please provide a cover letter (ideally one-page) addressing the selection criteria required of the role and your CV (maximum three pages) that clearly details your relevant skills and experience. Please also include the name and contact details of two referees.