

| Position Details | |
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| Position Title | Sports and Recreation Officer |
| Reference Number | |
| Employment Type | Maximum Term Contract – 3 years |
| Location | Thursday Island |
| Minimum Award/Classification | QLGIA 2017 Stream A, Division 2, Section 1 – Level 3 TSC Certified Agreement 2019 |
| Maximum Award / Classification | QLGIA 2017 Stream A, Division 2, Section 1 – Level 3 TSC Certified Agreement 2019 |
| Roster Pattern | 19-day month |
| Position Summary | <p>Sports and Recreation Officer</p> <p>Reference Number:</p> <p>Salary Range: \$67,284.88</p> <p>Location: Thursday Island</p> <p>Close Date: 5pm, Friday 24th March 2023</p> <p>Reporting to the Manager Business Services, the Sports and Recreation Officer is responsible for delivery of culturally appropriate physical activities that address community-identified needs and support appropriate physical activity participation in sport and recreation.</p> <p>The individual we are seeking will be a highly skilled professional who is a team player working proactively in a busy work environment. You will need to be able to work autonomously as well as in a team.</p> <p>Ideally, the successful applicant will have: -</p> <ul style="list-style-type: none"> • Tertiary qualifications in a health/fitness discipline (Desirable); • Gym Operator/Instructor Certificate; • Hold a current Applied First Aid & CPR Certificate; • Experience in the development, implementation and delivery of health and fitness programs; • The ability to work after hours and on weekends to deliver programs; • Possess or be willing to obtain a working with children suitability card (blue card). <p>For a full listing of the Key Duties and Responsibilities and full selection Criteria please download a copy of the position description.</p> <p>In return we offer the following benefits: -</p> <ul style="list-style-type: none"> • Great team environment • 19-day month • 5 weeks annual leave • 12% contribution to superannuation • Annual leave loading • Locality Allowance • Remote Area Allowance • Subsidised health and well-being membership (gym / swimming pool) • On-going opportunities for learning and development |

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| | <p>How to apply: Your application must be addressed to the “Chief Executive Officer” and emailed to employment@torres.qld.gov.au and must include following:</p> <ul style="list-style-type: none"> • Cover letter addressing the key selection criteria. (marked in bold below) • Copy of your resume. <p><i>Applications not addressing the full selection criteria will not be considered.</i></p> <p>Pre-Employment Assessment: As part of the selection process, applicants may be required to undertake some or all of the following pre-employment assessments / checks: -</p> <ul style="list-style-type: none"> • Pre-employment medical, which will include a functional capacity assessment and drug and alcohol test. • National police / criminal history check • Numeracy and Literacy Assessment • Computer Skills Assessment • Qualification / Licence Verification • Right to Work in Australia Check • Psychometric testing <p>Employment Eligibility: To be eligible to apply for a position at Torres Shire Council, you must fulfil one of the following criteria: -</p> <ul style="list-style-type: none"> • Permanent resident of Australia • Australian Citizen • Entitlement to work visa <p>Torres Shire Council encourages applications from Aboriginal and Torres Strait Islander people.</p> |
| Selection Criteria | <p>SC 1: Demonstrated experience or capacity to develop and implement sport and recreation programs in communities;</p> <p>SC 2: Effective communication and interpersonal skills with demonstrated ability to build relationships with stakeholders.</p> <p>SC 3: Effective time management skills with a demonstrated ability to meet multiple deadlines and committees;</p> <p>SC 4: Demonstrated ability to work autonomously.</p> <p>SC 5: Intermediate skills in the Microsoft Office suite or products (Word, Excel, Outlook)</p> <p>SC 6: The ability to work after hours and on weekends to deliver programs.</p> <p>SC 7: Hold a current Applied First Aid & CPR Certificate.</p> <p>SC 8: Possess or be willing to obtain a working with children suitability card (blue card).</p> <p>SC 9: Gym Operator/Instructor Certificate. (Desirable).</p> |
| Contact Person | Torres Shire Council Human Resource Manager |
| Contact Number | 07 40831 200 |
| Contact Email | employment@torres.qld.gov.au |
| Closing Date | 5pm, Friday 24/03/2023 |
| | <p>Please note that this position will close at 5pm (AEST) on the closing date. Please ensure your application is added before this time as we do not accept late applications</p> |