



JOB DESCRIPTION

Title	Head of Government Relations and Corporate Affairs
Department	Public Affairs and Marketing
Location	The Australian Golf Centre – Sandringham (preferred)
Full Time/Part Time	Full time
Reports To	General Manager, Public Affairs and Marketing
Direct Reports	Government Relations Manager
Purpose	Government, stakeholder, regulator and industry engagement to influence support of Golf's National Strategy.
Key Capabilities / Requirements	<ul style="list-style-type: none">• Highly developed government relations knowledge with proven experience across all levels eg 8+ years in Government Relations / Corporate Affairs / Ministerial adviser role, within a commercial setting / political office/industry association / think tank /peak sporting body• Knowledge and understanding of the cycles and processes of government decision-making across federal, state and local levels.• Must have strong policy nous and be able to understand, decipher and influence government policy• Strong analytical skills and strategic thinking including a deep understanding of politics, political protocols and policy and an ability to accurately assess and target opportunities for golf• Excellent stakeholder management and relationship building capabilities including government networks in Vic/SA/WA/Tas• Able to align company strengths and goals with strategic government opportunities and challenges.• Excellent verbal and written communication skills including experience preparing government submissions• Outstanding planning and organisational skills and ability to deliver measurable outcomes• Understanding of the game of golf and the sports industry preferred
Key Responsibilities	<ul style="list-style-type: none">• Government – engagement with state and local government stakeholders to maximise opportunities for golf to be represented in discussions with a focus on facilities, tourism, environment, and health• Primary responsibility for Vic/SA/WA/Tas relationships, accountability for National• Policy – contribute to the development of submissions to Government and industry on behalf of Australian Golf, and provide strategic policy advice to the business• Regulators and Industry – engagement with relevant state and local government departments and industry bodies, associations and stakeholders in support of Australian Golf's strategic aims





	<ul style="list-style-type: none"> • Funding/grants – identify opportunities to obtain financial support/grants from stakeholders and assist clubs and facilities in applications/process. • Facilities – working with the Clubs and Facilities team, develop and implement State/Territories Facilities Plan and Guidelines. • Develop AG’s Thought Leadership plan and seek opportunities for GA to provide industry examples on how golf contributes to society (i.e. environment, mental health etc) • Develop and lead GA’s Sustainability strategy for better industry and public understanding of Australian golf’s approach to sustainability and climate change • Ensure AG media and marketing team are appropriately engaged in any promotional opportunities for golf in partnership with governments
Key Strategic Outcomes	<ul style="list-style-type: none"> • Develop and implement the National Government Relations Strategy including Tourism and Travel, Sustainability and Events • Develop and maintain effective relationships with Government including Ministers, Oppositions, key advisers, Departments, and stakeholders that influence government decision making • Develop and maintain a strong understanding of the policy position of government and provide high level advice to AG leadership on those policy positions and opportunities for AG to influence and leverage funding • Champion the benefits of golf, inclusiveness and a sustainable future through issues management, thought leadership and advocacy. • Build and maintain relationships with key industry stakeholders for the benefit of golf. • Build organisational muscle in government relations and stakeholder engagement through leadership and support to One Golf States and Regional Development Officers • Facilitate meetings and strengthen connections between AG CEO, Board and Executive and Government
Values	<p>Every employee is expected to conduct themselves - internally with colleagues and externally with stakeholders and customers - in a manner that is aligned to the Golf Australia values. Team and individual development plans will expand further on what this looks like in day-to-day practice however the core values and descriptors represent the experience we aspire to collectively deliver for each other and our sport.</p> <p>Service Driven: we’re here to serve the golfers and the game Diverse and Inclusive: a sport – and a workplace – for everyone Excellence: Be the best in everything we do Fun: Live it. Love it. Show it. Dynamic: Bringing energy and new ideas to the game – and the workplace. Team: Working as one for golf.</p>
Major Interactions: Internal	<ul style="list-style-type: none"> • Direct Report – Government Relations Manager, North • Public Affairs and Marketing • Special Projects Senior Manager • Foundation Manager • State Senior Managers • Golf Development State Senior Managers • Regional Development Officers





Major Interactions: External	Primary <ul style="list-style-type: none">• Federal/State Government and Opposition MPs, advisors, staff and agencies• Local government authorities• Clubs and facilities• Industry stakeholders inc<ul style="list-style-type: none">○ Australian Golf Industry Council○ Parks, Leisure, Tourism○ Other Sporting Organisations
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