

Basketball Australia Position Description

Manager of Events and Operations

Who are we

As the national governing body, Basketball Australia (BA), in conjunction with our State & Territory member associations, is at the forefront of promoting, fostering, and developing the sport of basketball across the country. BA is responsible for safeguarding the sport in Australia.

With a proud, rich history and a commitment to excellence, we are dedicated to growing the game. This mission of Australian Basketball is to be “Everybody’s Game” and BA will lead, connect and enhance the experience of the Australian basketball community.

BA proudly manages Australian national teams (Boomers & Opals, Rollers & Gliders, men’s and women’s 3x3 and junior national teams), athlete pathways, the Centre of Excellence facility, national championship events, major international events and leads community programs for the good of the whole sport.

We are excited to be launching the new Basketball Australia Strategic Plan (2025-2028), the Whole of Sport Basketball 2040 Vision and refreshed BA Values. These critical foundations, along with our Innovate Reconciliation Action Plan (RAP) (2024-2026), and BA’s Women & Girls Strategy will set our direction and represent how we will bring our mission to life.

Our Values



These values guide our behaviour, decision-making and culture across the organisation.

Child Safeguarding Commitment

Basketball Australia has a zero-tolerance policy toward child abuse and neglect. We are committed to creating and maintaining a safe, positive and inclusive environment where all children can participate in basketball free from harm. All BA staff must actively support and comply with our child safeguarding policies and reporting obligations.

National Integrity Framework

Basketball Australia has developed a national framework to promote and maintain integrity in basketball. The Framework sets out a robust set of reporting, investigatory and sanctioning provisions to deal with Prohibited Conduct. The National Integrity Framework (the Framework) sets the broad expectations for the conduct of all Participants. It also incorporates detailed policies that regulate specific behaviours to ensure action can be taken against those who fail to adhere to appropriate behavioural standards and expose the sport to undue risk. Details can be found here: [National Integrity Framework](#)

Position Details

Position Title:	Manager of Events and Operations
Reports to:	General Manager Marketing and Events
Direct Reports:	3 FTE
Location:	State Basketball Centre, Wantirna South, Victoria
Internal Relationships:	Marketing team, High Performance team, Government and International team
External Relationships:	State & Territory bodies, government bodies, venues and suppliers
Travel:	Some domestic travel required; occasional weekend work

Role Purpose

The **Manager of Events and Operations** play a key role in the delivery of Basketball Australia's event portfolio including leading the planning and delivery of basketball events including National Championships events, Australian School Championship events and international level games featuring our national teams and other international federations.

As the leader of the basketball event operations team, the role is responsible for leading the team in executing worldclass events that deliver high-level experiences for athletes, participants and spectators.

This role plays a key role in ensuring that our national tournaments are focussed on developing players, coaches and officials, and that we are continuing to host events that impact and engage the basketball community. The role also plays a key role in delivering initiatives of the BA Elevate Strategic Plan 2025-2028.

Key Responsibilities

This section outlines the core areas of accountability and expected outcomes of the role, rather than a detailed list of tasks.

Event Delivery

- Oversee the planning and logistics and delivery of national basketball events including National Championships (U14, 16, 18 & 20's), Ivor Burge and some 3x3 tournaments.
- Lead the planning and delivery of Australian School Championships annually.
- Oversee the delivery the basketball operations and events for major international and FIBA events
- Lead the efficient, effective and safe workforce planning and management for all events
- Oversee all basketball operations requirements for events including game scheduling for events
- Oversee the delivery of compliance to all regulatory event requirements including FIBA regulations
- Lead the elevation and delivery of event experience for athletes and spectators
- Oversee on-site event delivery as needed
- Ensure all events are delivered within all relevant budgets

Stakeholder Engagement

- Collaborate and effectively deliver with our event partner (TEG) on major event delivery
- Collaborate with states and territory partners and local basketball associations to plan and deliver events
- Collaborate with the marketing team in relation to promotion of events and event branding
- Communicate and collaborate internally within BA to ensure the highest level of teamwork, safety and excellence in relation to all events.
- Collaborate with the commercial team to increase the value of events to partners
- Contribute to BA's major event strategy

People and Workforce

- Lead a small team to plan and deliver events
- Foster a culture of teamwork and collaboration
- Engage with temporary or casual workforce as needed to deliver events

- Undertake effective management practices to empower the team and bring out their best
- Manage matters as they arise and resolve issues in line with the organisation Values
- Communicate to the team in relation to organisational matters and
- Drive team engagement and opportunities
- Undertake annual performance reviews

Leadership

- Contribute to the achievement of the business' strategic plan
- Lead the events team to be their best and provide them with opportunities for growth
- Role model and lead with authenticity ensuring the team is empowered to deliver results

Capabilities & Experience

Required Qualifications & Experience

- 5+ years of event management experience managing large scale events, preferably in basketball or similar sporting environment
- Demonstrated leadership capability, and a collaborative leadership style that empowers others
- Proven ability to manage a diverse range of stakeholders
- Ability to project manage complex projects and events
- Experience in setting and meeting budgets for large scale events
- Experience in a federated sporting landscape preferred

Skills & Attributes

- Inclusive leaderships skills
- Exceptional organisational skills
- Relationship-building capabilities
- Financial acumen
- Well-developed presentation skills
- Strong communication skills
- Strong problem-solving skills
- Demonstrated alignment with BA Values

Key Performance Indicators

KPIs should define the critical areas of performance that indicate effective delivery of the role. They should be written as clear, outcome-focused statements that align to the role's purpose and organisational priorities, rather than a list of tasks or activities. KPIs should be specific enough to provide clarity on expectations, while remaining flexible to reflect the evolving needs of the role and the organisation.

Key Performance Indicator	Measures
Strategic & Operational Plan	<ul style="list-style-type: none"> • Delivers the activities of the team Operational Plan to support the BA Strategic Plan
Values and Safety	<ul style="list-style-type: none"> • Consistently models respectful, inclusive and values-aligned behaviour. • Represents BA values and professionalism at events and engagements • Complies at all times with the National Integrity Framework • Complies at all times with BA policies

	<ul style="list-style-type: none"> • Undertakes and participates in mandatory training and business professional development • Reports all safety incidents • Takes responsibility to ensure own safety
Event Delivery	<ul style="list-style-type: none"> • Meets all relevant project timelines • Effectively resolves any operational issues • Achieves event growth and elevation • Achieves high customer satisfaction ratings for all events • Maintains strong relationships with key stakeholders • Events are delivered within all compliance and regulatory obligations • Compliance of all events with integrity framework including child safeguarding
Budget Management	<ul style="list-style-type: none"> • Approved budgets are developed prior to all events • All events and activities are delivered within approved budget
Team Leadership	<ul style="list-style-type: none"> • Role model BA values • Promotes, enhances and practices diversity, equity and inclusion within team • Conducts annual performance reviews for direct reports • Proactive, positive and effective contributor to the broader business

Additional Requirements

- Must hold Australian citizenship, permanent residency or valid working rights
- Must maintain a current Working with Children Check or Working with Vulnerable People Certification
- Must comply with all Basketball Australia policies including Child Safeguarding, Integrity and WHS policies