

## Project Officer - Disability Education/Sports CONNECT



Leading Queensland not for profit organisation, Sporting Wheelies and Disabled Association, is currently seeking a Project Officer - Disability Education/Sports CONNECT to join its statewide team based in Brisbane.

The position supports the implementation of the Australian Sports Commission's Sports CONNECT framework in Queensland. Sports CONNECT is a national strategy that aims to increase the participation of people with disabilities in sport and active recreation.

There will be opportunities for professional development within the position and to work side by side with leaders in their own rights in the area of disability education and inclusion.

Your duties will include:

- Coordinating operational details for Sports CONNECT Education meetings and training, community forums, training opportunities and workshops.
- Developing and maintaining effective working relationships with all key industry contacts within sport and disability sectors, government agencies and education presenter networks.
- Coordinating the development, layout and production of a bimonthly newsletter, maintaining an up-to-date website and collating monthly reports.

To be successful in this role, you will be required to have demonstrated sports and/or disability industry experience, highly-developed interpersonal and communication skills, in-depth knowledge of administration procedures and a thorough knowledge of Microsoft Office suite. Relevant tertiary qualifications in sport-related and/or disability studies with contemporary knowledge about sport and physical activity for people with disabilities will be considered favourably.

This is a Part Time six month contract, consisting of a 32 hour week basis with flexible working hours. The position will be reviewed after six months with the possibility of an extension.

For the complete position description and application process, or for more information, contact Alex Marwedel.

E-mail: [alexm@sportingwheelies.org.au](mailto:alexm@sportingwheelies.org.au)

Close Date: Friday 13 August 2010 by 4pm