



CASUAL POSITION OF EMPLOYMENT - EXPRESSIONS OF INTEREST

The Committee of the Townsville Table Tennis Association Inc (TTTA) is calling for expressions of interest from persons who would like to be considered for the position of Centre Coordinator.

TTA is seeking an experienced person to coordinate the operations of our Association under the direction and supervision of the Committee (reporting to the President). The primary responsibilities of the position include the promotion of the sport and facilitating participation in the sport at all levels, overseeing all operations, our hall, training and events, liaising with sponsors and gaining new sponsors, applying for grants and tenders, maintenance of Social Media and the Web Page and maintaining records for training sessions and events.

The successful applicant is not required to have table tennis coaching experience or qualifications, but this would be of benefit. If the successful applicant has coaching experience then this position of employment may be combined with a coaching position.

The successful applicant must be flexible with working hours. The position is casual and the weekly hours are dependent on a number of factors, such as the required hall opening hours, tournament and event dates, schools and other groups training or hall hire etc. The successful applicant is guaranteed a minimum of 20 hours per week, which may be increased if the successful applicant has coaching experience.

A flat rate of pay applies to all hours worked. Incentive payments also apply.

There are a number of key attributes that apply to this position of employment. On request TTTA can provide further details on the duties of employment, the key attributes and the rate of pay.

All expressions of interest should be in writing and include the persons curriculum vitae and forwarded to the Vice President of Townsville Table Tennis Association Inc by email brendan.gaeta@connollysuthers.com.au. All closure date for all expressions of interest is **5:00 pm on Tuesday, 31 January 2017**.