



WDNA
Wanneroo Districts Netball Association Inc.

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Kingsway Sporting Complex, Madeley WA 6065

(08) 9409 9950

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Competitions Administrator

Applications are invited for the position of Competitions Administrator with Wanneroo Districts Netball Association.

Wanneroo Districts Netball Association is a community-based netball association in Madeley with over 6000 playing members. In addition to a winter and spring netball competition, we offer educational and upskilling opportunities for players and coaches who are interested in opportunities on the netball performance pathway.

Applicants must have previous experience in sports administration and have advanced computing skills. Duties will include maintenance of the Play HQ database and organising the administration aspects of the winter and spring competitions including fixturing and re-grading. A sound knowledge of Microsoft Office is required. Exceptional communication skills are required as this position involves substantial telephone and email contact with WDNA members and other stakeholders and volunteers.

The successful applicant will be required to work on Saturdays between 8:30am and 5pm from May to end of September and Wednesdays from 12 noon to 8pm from mid-October for 7 weeks. The remainder of the 32 hours can be worked around school hours if required.

Remuneration will be dependent on qualifications and experience.

The ability to work as part of a small team is essential. WDNA are a family friendly employer who are prepared to offer flexibility to the right applicant

A Duty Statement is available by phoning 9409 9950 or sending an email to manager@wdna.net.au.

Closing date for applications will be Friday July 1, 2022.