

AFL PNG Support Officer - Lae

Papua New Guinea

This assignment has been negotiated in good faith with the Partner Organisation, and the information contained was correct at the time of acceptance of the request. However, while we take responsibility for matters under our direct control, all assignments and arrangements are subject to change. This assignment may be amended or withdrawn to reflect changes in circumstances.

ASSIGNMENT DETAILS

Assignment title	AFL PNG Support Officer - Lae		
Partner Organisation	AFL PNG Development		
Location	Lae, Morobe Province, Papua New Guinea		
Website of Partner Organisation	https://www.facebook.com/AFLPNG		
Duration of assignment	10 Months	Start date	14/04/2024
Type of assignment	In-person	Australian Organisation	Australian Football League (AFL)
Time commitment	Full time (25 hours per week or more) (Remote volunteers only)		

PARTNER ORGANISATION OVERVIEW

AFLPNG was established in 2000 to represent the AFL in PNG. With a focus on community based development and junior talent. AFL PNG Development programs have been designed and implemented with a strong focus on community.

AFL PNG Development has an impressive record of growth and success in terms of participation. AFL PNG Development currently has 21 Full time staff across PNG with over 70,000 active participants in organised school, community and village programs as well as competitions across PNG, with more than 100,000 other juniors having been exposed to AFL PNG Development programs yearly since 2001.

AFL PNG Development’s purpose is to provide quality community based programs for Male’s & Female’s focused on developing our youth. By using our sport, as a vehicle for community development and lifestyle choices. The AFL PNG Development Niukick program is our flagship program; AFL PNG Development’s Smart Start Niukick program is used to deliver development programs to schools and communities all over the country.

The main target group for AFL PNG Development are Male’s & Female’s within local PNG communities all around the country. Children

ASSIGNMENT DETAILS

Assignment overview

This assignment will provide us with an opportunity to support on the job training to more of our people, particularly AFLPNG Development Officers who work in Lae. This requires someone with the technical nous and experience to deliver training, coaching and education sessions that develop the skills involved with administrating, organising and delivering AFLPNG Development programs.

Australian Volunteers Program

Assignment objectives

To increase awareness of AFLPNG Development programs in Lae, educating and training our development staff to ensure best practises in planning, delivering, reporting, financial acquittal and data collection.

To increase staff and community understanding of gender, health and lifestyle issues by incorporating them in all community engagement programs focussed on 'sport for development', in particular, AFLPNG Development's Pilai Long Senis program.

Support the delivery of AFL PNG Talent Academy Training sessions and Talent ID initiatives with a strong focus on talented female

To include all people directly affected by the volunteer assignment in the Partner Organisation and community, using strategies that promote: gender equality; inclusion of youth; inclusion of people with a disability; child protection and safeguarding; inclusion of marginalised groups.

Duties and responsibilities of the volunteer

Support the development of staff to provide better support for junior football programs, school clinics, Smart Start Niukick and Pilai Long Senis. This includes administration and organisation, through to delivery, reporting and data collection.

Support the development of a safe and inclusive environment for all AFLPNG activities in the community through strengthening policies, programs and community engagement.

Encourage staff to plan and set goals, through the use of calendars, communication, events and best reporting practices.

Support training and courses for women to be involved in all AFLPNG Development programs, through the Pilai Long Senis program, and assist in the expansion of Youth & senior Female competition's in Lae.

Selection criteria

Level 1 AFL Coaching Accreditation (or ability to complete the online level 1 course prior to embarking)

Experience working or volunteering in a sporting environment

Experience in development programs

Desirable skills, language and experience

Level 2 AFL Coaching Accreditation

Sports Management Certificate

Line Manager	AFL International Development Manager
Staff Supervision	No
Working relationships	
Hours and days of work	As we are in the sports industry there will be some weekend work, this will balance out with
Leave	All volunteers are entitled to 20 days leave per 12 months, unless advised otherwise. The same conditions and terms as local colleagues apply, including national holidays.
Professional indemnity insurance	<i>No - This assignment is not deemed to require professional indemnity insurance</i>
(Required for all volunteers who are acting as a medical, allied health or legal professional whilst on assignment.)	The volunteer should consult the partner organisation about the need for professional indemnity insurance for the role prior to departure. Where required and/or considered essential to hold this insurance, please discuss this with the Volunteer Services Manager in Melbourne prior to departure.

LIVING AS A VOLUNTEER

The Australian Volunteers Program supports volunteers from preparing to go on assignment through to returning home. For a full breakdown of support provided, please visit: <https://www.australianvolunteers.com/volunteering/lifestyle-and-support/>

Living allowance	\$AUD 1, 654.00 The allowance levels are based on the cost of living in the host country location and are listed in \$AUD. Allowances will be reviewed periodically and may increase or decrease.
Accommodation allowance	Housing in PNG is difficult to source. AVI manages long term leases in all of the locations we place volunteers. There is possibility that volunteers will have to share accommodation.
Language support	Language support is provided during the in-country orientation period. Most often, additional resources for further development later in the assignment will be available if required.
Country profile	Learn more about the host country location by reading the country profile. We encourage candidates to research the specific location of this assignment as it will be discussed and addressed with a recruitment officer during the interview process. https://www.australianvolunteers.com/countries/png

Political or faith-based activities	The Australian Volunteers Program supports partner organisations to achieve their development objectives. It does not engage in or support any evangelical activities and is not linked to any political party. We partner with local faith-based organisations on the basis that the volunteer placement does not engage in evangelising; and participation in activities run by the volunteer is not conditional on conversion or adherence to a particular religious denomination. We also partner with advocacy organisations on the basis that volunteer activities are not in support of a political party or candidate.
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HOW TO APPLY

All applications must be submitted online through the Australian Volunteers Program website. If you have not already done so, you will need to register on our website prior to applying. For more information about how to apply, please visit:

<https://www.australianvolunteers.com/volunteering/how-it-works>

We actively support and encourage people of all backgrounds and abilities to volunteer internationally, and aim to make the program as accessible and inclusive as possible. The program has a dedicated Indigenous Programs Coordinator to support Aboriginal and/or Torres Strait Islander volunteers, who can be contacted at indigenouspathways@australianvolunteers.com. Access and inclusion plans are available for volunteers with disabilities, to ensure their assignments and living and working arrangements are made more accessible.

Personal circumstances

Due to security, cultural, legal or visa restrictions associated with this location, we ask that applicants disclose:

- If they want their same-sex partner to accompany them on assignment.
- If they want their partner, to whom they are not legally married, to accompany them on assignment.
- If they want their child(ren) to accompany them on assignment.
- If they have a criminal conviction where a criminal conviction may be relevant to the inherent requirements of the assignment.