

**Job Application Form  
Sport & Recreation Development Officer R2305**

Please complete this form as part of your application. In addition to this form, you will also need to include a covering letter, a resume outlining education, employment history, copies of certificates /qualifications/licenses (if applicable), details of two professional referees and any additional information relevant to the position.

**Applicant Details**

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| **First Name:** |  |
| **Last Name:** |  |
| **Postal Address:** |  |
| **Email:** |  |
| **Phone:** |  |

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| **How did you first learn about this position?** | Facebook | Seek | Council Website | Other:  \_\_\_\_\_\_\_\_\_\_\_\_ |
| Sunraysia Daily | Word of mouth | LinkedIn |

**Responses to the Selection Criteria**

Your application must include responses to the selection criteria. These responses will be used to assess your application. Please respond to the selection criteria set out below, including your skills, experience (practical examples are preferred) and knowledge/training etc.

Do you:

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|  | Have the ability to provide a satisfactory National Police Check prior to employment. | Yes  No  Willing to Obtain |
|  | Hold a current Drivers Licence | Yes  No |

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| 1. **Criteria: Tertiary qualifications and/or experience in a sport / recreation discipline or associated field such as community development or project management** |
| Response: |

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| 1. **Criteria: Experience in the delivery of sport and recreation and how this relates to local government.** |
| Response: |

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| 1. **Criteria: Knowledge of the current sporting environment at a National, State and local level.** |
| Response: |

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| 1. **Criteria: Experience in the development and delivery of projects that are externally funded.** |
| Response: |

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| 1. **Criteria: A demonstrated ability to develop positive relationships and establish constructive communication channels with volunteers.** |
| Response: |

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| 1. **Criteria: Experience in developing partnerships with organisations and influence their ability to deliver programs that address equity issues and facilitate accessible programs.** |
| Response: |
| **Referee Details**  Please provide details of a minimum of two professional referees.   |  |  |  |  | | --- | --- | --- | --- | | **Name:** |  | **Contact Number:** |  | | **Organisation:** |  | | | | **Relationship to Referee:** |  | | |  |  |  |  |  | | --- | --- | --- | --- | | **Name:** |  | **Contact Number:** |  | | **Organisation:** |  | | | | **Relationship to Referee:** |  | | |  |  |  |  |  | | --- | --- | --- | --- | | **Name:** |  | **Contact Number:** |  | | **Organisation:** |  | | | | **Relationship to Referee:** |  | | |   **Submitting Applications** | |
| Applications must be received by Council no later than 4.00pm on the day the position closes. Applications received after this time may not be considered.  Council’s preferred method of receiving applications is by email. All emailed applications will be acknowledged.  **Email to:** [humanresources@mildura.vic.gov.au](mailto:humanresources@mildura.vic.gov.au)  **Deliver in person to:**  Position Reference Number  Mildura Rural City Council  108 Madden Avenue  MILDURA 3500  **Mail to:**  Position Reference Number  Chief Executive Officer  Mildura Rural City Council  PO Box 105  MILDURA VIC 3502  Please note: Applications sent by post may take approximately five business days to be received by Council. | |

**Privacy Notification**

Mildura Rural City Council collects Personal and or Health Information for municipal purposes as specified in the Privacy and Data Protection Act 2014. The information collected in this form is used only for the purposes specified (primary purpose) and is not passed on to third parties. Council may disclose this information but only if authorised or required by law. Council may not be able to process your request unless sufficient information is given. Should you need to change or access your personal details, or you require further information regarding Council’s Privacy Policy, please contact Council’s Privacy Officer.