



Job Description

Title: Full-Time Event Co-Ordinator

Overview of Organisation: The Australian Football League (AFL) is Australia's premier sporting organisation supporting a constantly evolving national competition which has experienced rapid growth over the past 10 years. The AFL is also responsible for growing and developing the game through international affiliates such as AFL Europe. Based in London, AFL Europe exists to develop and grow the game of AFL throughout Europe by supporting and serving the AFL Europe Community. We strive to increase awareness, involvement in & consumption of Australian Football throughout Europe.

Overview of Position: Planning and delivery of multi-national AFL events such as Champions League, ANZAC Cup & Euro Cup, whilst also delivering corporate events such as the AFL Grand Final Lunch. In addition, operational and administrative support will need to be provided to the General Manager and Communications staff.

Areas of Responsibility:

- Planning, preparation, execution and evaluation of community events – Fitzpatrick Cup, Champions League, ANZAC Cup, Euro Cup, European Championships and International Cup
- Manage other revenue streams – football and merchandise sales (incl. deliveries), in addition to selling tickets to the AFL Grand Final Lunch in London and other corporate events.
- Other administrative and operational support

Ideal candidate should have:

- Degree educated and a passion for a career in sports administration
- Highly organized with the ability to multitask & exceptional attention to detail
- Experience working with volunteers from diverse backgrounds & communities
- Sound knowledge of AFL or other relevant sporting environments
- Experience with commercial revenue streams within the sports industry
- Excellent MS Office suite skills (Excel, Word, PowerPoint)
- Demonstrates personal initiative and ability to work effectively unsupervised
- UK working visa (or ability to obtain by start date) or British Passport required
- Must be willing to work weekends/nights for major events

How to Apply:

- Send your CV & cover letter to admin@afleurope.org by Friday 12th November
- Interviews held the week commencing Mon 15th November 2021
- Successful candidate will be required to commence January 2022