



## Position Description: Community Liaison Officer

Last updated 1 December 2024

### Overview

The Community Liaison Officer is responsible for coordinating RPFL's community engagement, managing grant implementation, and organizing cultural events. This role involves working with not-for-profit organizations, overseeing grants, and fostering positive relationships with Indigenous communities. This position plays a vital role in supporting RPFL's charitable initiatives and promoting the league's values.

### Responsibilities

#### Community Engagement

- Coordinate the Community Engagement Program with suitable not-for-profit organizations scheduled to run each BBQ round.
- Work with not-for-profit organizations to ensure smooth coordination of BBQ rounds.
- Ensure the program aligns with the league's goals and community values.

#### Grant Management

- Work closely with the Funding and Sponsorship coordinator and sub-committee to oversee the league's grant implementation.
- Monitor and report on the progress and impact of grant-funded activities.

#### Cultural Coordination

- Organise Welcome to Country ceremonies and coordinate related activities with the Wurundjeri land council.
- Ensure that cultural activities are respectful and inclusive.
- Foster positive relationships with Indigenous communities and representatives.

#### Essential Skills and Requirements

- Strong organisational skills.
- Effective communication skills.
- Ability to work collaboratively with various community groups.
- Respectful and inclusive approach to cultural activities.
- Act in the best interest of the league and its members at all times.
- Attend relevant committee meetings.

**Estimated time commitment required: 3 hours per week during the season.**

**Renegade Pub Football League Inc.**

ABN 84 516 956 069

[www.rpfl.com.au](http://www.rpfl.com.au)

[renegadepubfl@gmail.com](mailto:renegadepubfl@gmail.com)