Position description

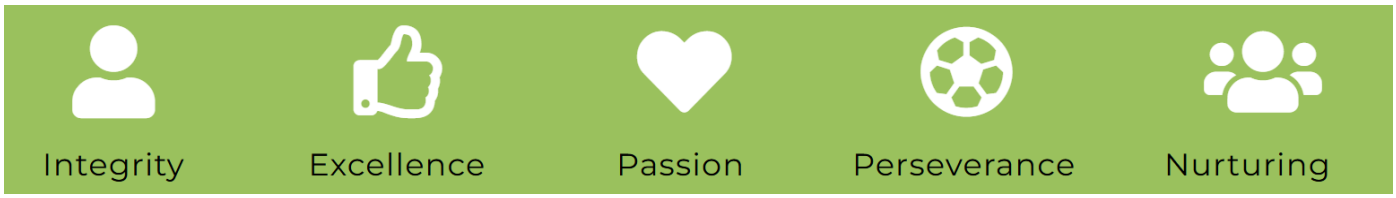
Position title:	CEO
Reports to:	Board President
Reports:	Direct: 3
Status:	Term Up To 30 June 2029
Tenure:	Full Time
Location:	Deaf Sports Australia Office, East Melbourne, Victoria Other Office Locations as Mutually Agreed
Salary range:	Up to $140,000
Governing Body:	Deaf Sports Australia Board

Deaf Sports Australia Overview

Deaf Sports Australia (DSA) is the national peak body for deaf sport in Australia and is committed to creating inclusive sporting opportunities for Deaf and hard of hearing athletes. DSA supports participation, development, and high performance pathways, enabling athletes to compete and excel at all levels of sport while promoting accessibility, inclusion, and representation across the sporting sector.

As a National Disability Sports Organisation, DSA works collaboratively with national and state-based sporting organisations, stakeholders, and the broader Deaf community to strengthen and advance deaf sport throughout Australia.

DSA is funded and supported by the Australian Sports Commission. Further information about DSA and its programs is available at **www.deafsports.org.au**.



Primary Purpose of the Position

The Chief Executive Officer (CEO) provides strategic and operational leadership to Deaf Sports Australia (DSA), ensuring effective governance, financial sustainability, and delivery of the organisation's strategic objectives. The CEO works closely with the Board, staff, stakeholders, and the Deaf and hard of hearing community to strengthen participation and opportunities in deaf sport across Australia.

Key Accountabilities

Strategic Leadership, Governance and Advocacy

- Lead implementation of the DSA Strategic Plan.
- Support the Board through governance, policy and organisational planning.
- Represent DSA nationally and internationally, advocating for greater inclusion and recognition of deaf sport including high performance pathways.

People Leadership and Operations

- Lead and develop a geographically dispersed workforce.
- Oversee organisational operations, human resources, program delivery and performance outcomes.
- Foster strong relationships with State Deaf Sport organisations and clubs.

Funding, Partnerships and Organisational Sustainability

- Secure and manage government funding, grants, sponsorships and partnership opportunities.
- Diversify revenue streams and strengthen organisational sustainability.
- Build strategic relationships across the sport, disability and community sectors.

Programs, Participation and Events

- Oversee delivery and growth of participation programs including School Sport and Active Deaf initiatives.
- Support the successful delivery of the Australian Deaf Games and future Oceania Deaf Games opportunities.

Financial Management and Compliance

- Oversee budgets, audits, acquittals, financial reporting and organisational risk.
- Ensure compliance with funding agreements, governance standards and integrity frameworks.

Stakeholder Engagement and Communications

- Lead stakeholder engagement, advocacy, media and organisational profile-building activities.
- Ensure high-quality communication with members, partners, government agencies and the deaf community.
- Lead engagement and liaison with national and international sporting bodies to support high-performance deaf sport pathways, including Deaflympics participation and collaboration with Australian and global deaf sport organisations.

Key Performance Outcomes

Key Accountability Area	Performance Outcome
Funding & Contract Management	Successfully manage and deliver funding agreements, grant obligations and contractual requirements with government agencies, funding bodies and other stakeholders.
Organisational Growth & Development	Enhance the profile, reach and impact of Deaf Sports Australia through increased membership, stakeholder engagement, partnerships, sponsorships and funding opportunities.
Stakeholder Engagement & Partnerships	Maintain effective relationships and collaboration with key stakeholders, including the Australian Sports Commission, National Sporting Organisations, National Deaf Sporting Organisations, State Deaf Sport Organisations and Deaf sporting communities.

Key Accountability Area	Performance Outcome
Financial Management & Reporting	Ensure accurate, timely and compliant financial management, reporting and audit preparation processes, including contributions to the Annual Report.
Representation & Advocacy	Represent Deaf Sports Australia professionally through active participation in meetings, events, forums and industry activities.
Reporting & Communication	Deliver high-quality reports, funding acquittals, business documentation and correspondence within required timeframes.
Operations & Governance	Ensure the effective administration of organisational operations, including Board governance support, financial administration and office management.
Compliance & Risk Management	Maintain compliance with all organisational policies, procedures, governance standards and legislative requirements.

Core Capabilities

- Strategic leadership and organisational development.
- Financial management, budgeting and funding compliance.
- Stakeholder engagement and government relations.
- People leadership and workforce development.
- Project and event management.
- Governance, risk and regulatory compliance.
- Provide support to the Board inclusive of fulfilling duties relevant to Secretary.
- Written communication and report preparation.
- Knowledge of the Australian sporting sector and disability sport landscape.
- Engage and lead high-performance pathways by building collaborative relationships, aligning stakeholders, and creating environments that support talent development and sustainable competitive success.
- Commitment to inclusion, accessibility and deaf community engagement.
- Ability to identify and develop new income streams by recognising emerging opportunities, building strategic partnerships, and implementing innovative commercial initiatives that strengthen organisational sustainability and growth.
- Demonstrated experience in grant management and acquittal processes.

Qualifications & Experience

Required

- Tertiary qualifications in sports management, business, or a related field.
- High level knowledge of, and experience within, the Australian sport sector.
- Demonstrated experience in managing major projects, including financial and budget management, and stakeholder engagement.

- Demonstrated ability to provide strategic advice and guidance to a range of sporting organisations across diverse and complex issues.
- Demonstrated experience with Australian Charities and Not-for-profits Commission (ACNC) governance and compliance requirements, including annual reporting, charity registration obligations, governance standards, financial accountability, and regulatory reporting.

Highly Desired

- Demonstrated understanding of, and commitment to, the Deaf and hard of hearing community, including lived experience and/or significant experience working with people who are Deaf or hard of hearing.

Registrations/Licences

Maintain all registrations, licences and statutory identifiers required to perform the role, including a Director Identification Number (Director ID) where the CEO is appointed as a company director, and ensure ongoing compliance with relevant legislative obligations.

Why Join Us?

This is a unique opportunity to lead Deaf Sports Australia, the national peak body for deaf sport, and make a lasting impact on the lives of Deaf and hard of hearing Australians. You will drive strategic growth, influence national sporting inclusion, build meaningful partnerships, and help create performance pathways for athletes to participate and excel at every level of sport.