

Position Description

Position Title: General Manager - Racing, Racing Safety & Clubs		
Department: Racing, Racing Safety & Clubs	Classification:	Executive
Reports To (Position): Chief Executive Officer	Position Type:	Full time, Fixed Term
Function/s that report to this position: Racing Operations Manager; Manager Infrastructure Safety & Maintenance		

ORGANISATIONAL OVERVIEW

Greyhound Racing Victoria (GRV) is the statutory authority responsible for regulating, conducting and promoting greyhound racing in Victoria, a sport that annually generates around \$550 million in economic activity and over \$3.5 billion in wagering and directly involves over 15,000 people.

Our vision is *"Victorian Greyhound Racing is a vibrant, exciting and aspirational sport for a broad audience underpinned by world-leading animal welfare and integrity programs"*. The integrity of the sport and the welfare of greyhounds are both significant components of the strategic objectives of GRV.

PRIMARY PURPOSE OF ROLE

The GM Racing, Safety & Clubs provides innovative, influential, and strategic leadership of the racing program, associated infrastructure maintenance, racing safety/track management diagnostics programs, and club support services to ensure the efficient, effective, and sustainable delivery of greyhound racing in Victoria. This involves significant engagement and consultation with internal and external stakeholders. Additionally, this senior executive position works with the Chief Executive Officer and Leadership Team to support the design and implementation of GRV's strategic plan and associated initiatives.

FREEDOM TO ACT / DECISION MAKING

The GM Racing, Racing Safety & Clubs sets a clear vision for their areas of responsibility and delivers outcomes with operational excellence, within defined financial and people management delegations (including established GRV policies and procedures). They are responsible for building strong relationships within and external to GRV, ensuring stakeholders are clear on goals and deliverables. Decisions made are within the approved operating budget and consistent with documented delegations of authority.

KEY WORKING RELATIONSHIPS

EXTERNAL	INTERNAL
Greyhound Club Managers, Boards, Committees	CEO
Greyhound Clubs Victoria	GRV Board and sub-committees
Sky Channel and other media distributors	GRV Leadership Team
Greyhounds Australasia and State bodies	GRV Department Employees
Greyhound Owners Breeders & Trainers Association	GRV People & Culture (with regards to safety)
Other Codes of Racing	
Contractors & Commercial Partners (including those related to specialist racing safety and data analysts)	
Racing reference groups (e.g., Industry Consultative Group, Racing Safety Advisory Group)	

KEY RESULT AREA	ACCOUNTABILITY / ACTIVITY:	KEY PERFORMANCE INDICATOR
Organisational and team leadership	<ul style="list-style-type: none"> • Play a key role as a member of the Leadership Team in developing, driving, and embedding the strategic plan and related key initiatives within GRV and with appropriate external stakeholders • Develop and maintain a department strategic plan, operating model and capability plan that is aligned to the GRV strategic direction, meets the needs of the business, is scalable, cost effective and contemporary • Lead and develop the department to ensure operational requirements and service levels are met for the organisation and the industry • Ensure the team acquires and maintains industry knowledge and expertise • Coach, develop, and guide the department leadership team to fulfil their operational and people leadership responsibilities • Provide escalation point in managing and resolving serious and/or complex matters 	<ul style="list-style-type: none"> • Development and effective implementation of strategies, policies, procedures, and plans • Employee engagement and talent retention • Succession plan created and implemented •
Racing program development and delivery	<ul style="list-style-type: none"> • Oversee and manage racing operations including programming, scheduling, grading and track maintenance • Identify and research new and emerging industry issues with a focus on optimising positive customer and wagering outcomes, as well as improving racing safety • Work with GRV Commercial & Customer Development Team to develop new racing concepts or products which have the capacity to improve wagering outcomes and consumer engagement with the sport. • Maintain appropriate racing operations & grading procedures and policies to ensure transparency, accuracy, effectiveness • Work with stakeholders to develop the best possible racing calendar to optimise participation and wagering and the promotion of the sport • Oversee the management of race dates, race planning and race programming process and associated publications in consultation with stakeholders • Use relevant data to assist with the race planning and programming processes to optimise the use of the greyhound population and wagering outcomes 	<ul style="list-style-type: none"> • Race Optimisation (8 starters) • Races conducted as scheduled • Accurately documented guidelines and procedures for grading and racing operations • Wagering Turnover growth & Market Share • Advanced analytics and insights to optimise racing program • On-time and accurate publication of race dates and programs • Streamlined calendar of key racing events • Creation of new racing events that appeal to participants and customers • Optimise returns to participants
Safer racing	<ul style="list-style-type: none"> • Work closely with clubs on racing safety, track preparation and maintenance programs • Ensure appropriate track management, preparation & maintenance guidelines and policies are up-to-date and communicated effectively to stakeholders • Ensure appropriate racetrack diagnostics, inspection and maintenance programs are in place to optimise racing safety and reliable performance 	<ul style="list-style-type: none"> • Reduction in track injuries • Embedded track diagnostics program • Skilled club track staff

KEY RESULT AREA	ACCOUNTABILITY / ACTIVITY:	KEY PERFORMANCE INDICATOR
	<ul style="list-style-type: none"> • Communicate effectively with and establish programs to support and drive the development of club track maintenance staff skills and career pathways 	
Club performance and compliance	<ul style="list-style-type: none"> • Partner with GCV to assist clubs with the development of strategic plans to successfully deliver critical industry KPIs including: <ul style="list-style-type: none"> ○ Animal welfare, racing safety and rehoming ○ Compliance with safety obligations ○ Governance and integrity ○ Improved club skills and capability • Ensure all clubs understand and comply with the Club Minimum Operating Standards (including contemporary governance and compliance expectations and statutory requirements) 	<ul style="list-style-type: none"> • Strategic plans developed, implementation in progress at all clubs • Monitoring progress against club strategic plan outcomes • OH&S compliance and improvement at clubs • Club sustainability and viability
Strategic initiatives	<ul style="list-style-type: none"> • Develop, implement, and manage strategic initiatives in relation to racing and club related functions • Contribute specialist knowledge of industry and GRV requirements for major projects, providing planning and implementation context and change management expertise • Ensure the effective engagement and collaboration with clubs and key stakeholders in developing, communicating and implementing strategic initiatives • Lead the department's contribution to the development of whole-of-GRV strategic initiatives including subject matter expertise relating to major racing-related infrastructure projects • Contribute to the development of long-range plans for the future needs of the greyhound racing industry in Victoria 	<ul style="list-style-type: none"> • Strategies developed and in place • Projects implemented within stipulated time frames • GRV initiatives accepted and by staff and other industry stakeholders • All roles clearly defined
Financial management	<ul style="list-style-type: none"> • Manage the department in a cost-effective manner to budget, and to the scope of work and business expectations • Continuously monitor and review related costs to drive efficiencies and cost effectiveness • Identify and implement cost models ensuring business benefits and value for money 	<ul style="list-style-type: none"> • Delivery of department KPIs in line with approved budget • Cost effective operating Model
Compliance	<ul style="list-style-type: none"> • Ensure GRV's alignment with Victorian Government standards and minimum obligations • Ensure relevant policies and procedures are actively maintained, managed, and kept up to date with particular focus on the compliance obligations • Addressing actual, potential, and perceived conflicts of interest related to greyhound racing 	<ul style="list-style-type: none"> • Meeting government standards • Department employees understand their compliance obligations • Departmental policy sign-off and mandated training up to date

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Safety and Wellbeing	As an employee: <ul style="list-style-type: none"> Take care of your own health, safety and wellbeing and that of any other person who may be affected by your actions or omissions in the workplace Understand responsibilities and accountabilities of yourself and others in accordance with OH&S legislation and GRV policies Promote an open and active safety management and wellbeing culture Maintain a safe working environment within your area of responsibility 	<ul style="list-style-type: none"> Role model safe work practices at all times Actively support and promote safety and wellbeing Incidents, accidents and hazards reported as soon as possible
	As a people leader: <ul style="list-style-type: none"> Provide coaching, feedback and training to ensure that all your team members practically understand their obligations and responsibilities with workplace wellbeing and safety Conduct regular audits of the workplace, checking for hazards and opportunities for improvement Report and/or assist your colleagues to report accidents, injuries and near misses as soon as possible 	<ul style="list-style-type: none"> Incidents, accidents and hazards reviewed to minimise future risks Work methods modified as risks identified Safety audits completed and actioned
Other	<ul style="list-style-type: none"> Actively contribute to ongoing initiatives in the greyhound racing industry Undertake any other reasonable tasks as directed by the Chief Executive Officer 	<ul style="list-style-type: none"> Continuous improvement outcomes Internal and external customer feedback

PERSON SPECIFICATION	
Education/Qualifications and Experience	
Essential	Desirable
Extensive experience leading and managing a racing program including engaging with clubs and external stakeholders	Previous oversight of professional sporting grounds (especially racetracks)
More than 3 years' relevant experience in a senior executive leadership position	Tertiary Qualification in either Business Management, Marketing, or related disciplines
Skills, Knowledge and Attributes	
Personal Attributes: <ul style="list-style-type: none"> Maintain professional independence under pressure Effective communicator Proven team player who works across the organisation Strong appreciation of rules and regulations and an affinity for compliance Advanced analytical and conceptual thinker Attention to detail with advanced organisational, time management and prioritisation Proven capability to lead and drive strategic initiatives in a complex environment 	
Knowledge and Experience: <ul style="list-style-type: none"> Developing and managing expenditure budgets and an ability to interpret financial reports Demonstrated knowledge and understanding of the racing industry Sound understanding of Victorian, Australian and international wagering environment and the role of racing broadcasts Applied understanding of corporate governance and commercial frameworks Managing complex business relationships to mutually agreeable outcomes 	

Skills:

- Implement strategies to increase product appeal, waging turnover and revenue growth
- Strong skills and knowledge in overseeing preventive maintenance programs
- Successfully manage and support a multidisciplinary team environment
- Complex external stakeholder engagement and management
- Strong written and oral communication skills, with formal presentation and report writing capability
- Communicate to influence; negotiating change and improvement strategies
- Strategy development and implementation
- Manage multiple projects with a range of complexity and priority
- Implementation of projects, frameworks and/or initiatives

Inclusion, Diversity & Belonging Statement

GRV is committed to building a workplace that not only respects but embraces difference and sees diversity as an essential part of our success. GRV is an organisation that is driven by values and strives for a culture of inclusion where all people feel respected, valued, listened to, inspired and that they belong.