

POSITION DESCRIPTION

POSITION TITLE:	FQ Academy Centres Manager
DEPARTMENT:	FQ Football Department
LOCATION:	Meakin Park – FQ HQ
REPORTS TO:	General Manager – Infrastructure & Pathways
STATUS:	Full Time
LAST REVISED:	September, 2026

Primary Purpose of Role

The FQ Academy Centres Manager is a leadership role responsible for the overall product experience, management, growth, promotion and quality assurance of Football Queensland's Statewide FQ Academy program.

The role will enable and execute the continual evolution, development, and delivery of the FQ Academy system, providing a pipeline of advanced players into the Boys and Girls State Team programs.

The role will be tasked with working with the State Technical Directors in developing and executing FQ policies and procedures to guide the FQ Academy system, delivering and fostering an enjoyable and professional atmosphere, where players, coaches, and FQ staff thrive on their development journey.

The role will also involve elements of Coach Education and under the direction of the State Technical Director, identify needs, develop coaches and ensure consistent participant and program access to high-quality Coaches and Education opportunities.

The role requires high levels of collaboration, at all levels, across multiple Football Queensland departments in particular the FQ Customer Experience Unit and leadership of a positive, player, customer and club - centric environment, focused on talent identification, player development and club and coach development success.

The 2023-2026 Football Queensland (FQ) **One Football** Strategic Plan "**Anytime, Anywhere**" identifies the following key strategic pillars and focuses that the FQ Academy Director and Club Development & Assessment Manager will assist in delivering outcomes for all of FQ's Strategic Pillars.

For further information click on [2023-2026 Football Queensland Strategic Plan](#)

Key Areas of Responsibility

The FQ Academy Centres Director will be required to:

FQ Academy

- Be responsible for the end to end product experience of the FQ Academy Centres program.
- Develop and implement the FQ Academy's vision, mission, and operational strategy as a successful youth boys and girls FQ Academy that will produce high-quality players with the goal of integrating them into FQ State Team programs.
- Maintain FQ Academy core values and philosophy, providing guidance and a high-quality football experience for young players both on and off the field
- Maintain clear structures, policies, and processes that support the success of players, player families, and staff while aligning with FQ's on-field methodology and off-field code of conduct.
- In conjunction with the Customer Experience Team, oversee all aspects of the FQ Academy's operations, including coaching recruitment and staff management.
- Manage the academy's budget, ensuring financial sustainability and responsible spending.

- Build and maintain strong relationships and outstanding levels of transparent communication with parents, staff, community members, and other stakeholders
- Build and foster an enjoyable, inclusive, and collaborative environment that encourages the personal and professional growth of players and staff, and one that reflects FQ Academy core values and learning based methodology.
- Promote open communication between players, coaches, and families, ensuring transparency and trust within the academy
- Represent the FQ Academy at all events and activities and act as the FQ Academy public facing spokesperson.
- Ensure all policies, practices, and procedures relating to the safeguarding of young people are implemented and updated annually
- Build relationships with local clubs, schools, and community programs to create a robust and diverse talent pipeline.
- Oversee the recruitment process of new academy players, to ensure each FQ Academy region centre meets its KPI's
- Work with FQ's Technical teams to support their strategic functions and processes which identify and recruit talented players into the FQ Academy system and support their development of any required programs or carnivals to support player growth and development
- Implement a long-term strategy for success for the FQ Academy in line with FQ's Strategic Plan KPI's
- Provide feedback on FQ Academy centre infrastructure and equipment to ensure FQ Academy participants achieve their full potential and identify cost effective ways to improve facilities
- Build and foster an enjoyable, inclusive, and collaborative environment that encourages the personal and professional growth of players and staff, and one that reflects FQ Academy core values and learning based methodology.

Coach Education and Development

- Work closely with the State Technical Directors to identify needs and priorities of the FQA Centres, and support the implementation of FQ's statewide coach education strategy across Regional Queensland.
- Coordinate with regional staff and Coach Education Tutors (CETs) to support the scheduling, resourcing and effective delivery of coach education courses, workshops and other coach and club development opportunities across Regional Queensland.
- Support the quality assurance of regional coach education, coach and club development delivery, ensuring programs are delivered consistently and in accordance with FQ and Football Australia standards, methodologies and relevant policies.
- Contribute to the recruitment, development and ongoing support of CETs and FQA Academy centre technical staff and coaches, in conjunction with the State Technical Directors.
- Support the implementation of FQ's long-term coach education strategy, aligned with FQ's Strategic Plan and relevant coach education KPIs.
- Monitor regional coach education participation, delivery and outcomes against agreed targets and KPIs, identifying opportunities to improve accessibility, engagement and coach development across Regional Queensland.

Key Performance Measures

FQ Academy

- Players and coaches consistently uphold the FQA values, behaviours, and professional standards on and off the field.
- Evidence of high-quality delivery, including aligned macro, meso, and micro cycles supported by purposeful session design.
- Training and matchday environments reflect the set FQA methodology, showing clear player development outcomes and age-appropriate learning.
- Positive talent development outcomes, including player identification for FQ Emerging, QST, and State Teams.

- Maintain player retention above 80% year-on-year, including appropriate progression to higher-level environments.
- Maintain coach retention above 80%, supported by individual development plans and professional growth opportunities.
- Achieve consistently high levels of member and parent satisfaction in annual experience surveys.
- Ensure that there is an aligned delivery of the prescribed methodologies of player development and coached.
- Provide timely, complete, and high-quality contribution to the Club Development & Assessment (CD&A) process and all internal reporting requirements.

Coach Education and Development

- Contribute to the achievement of agreed annual coach education delivery targets, including the number and geographical distribution of courses, workshops and other development opportunities.
- Contribute to the effective coordination and utilisation of the regional Coach Education Tutor (CET) network, including appropriate coverage, development and support of tutors across Regional Queensland.

Key Selection Criteria

The following skills and qualifications are preferred:

- AFC / Football Australia 'A' Diploma or equivalent
- Tertiary Qualifications Business, Business Administration or Sports Management
- Experience or knowledge of the Football industry and landscape is desired
- An understanding of Football in QLD, the governance model and regions
- Demonstrated experience in developing strategies to increase participation and retention rates in an Academy
- Demonstrated ability to prioritise work and manage several tasks simultaneously both independently and in a team-orientated collaborative environment
- Maturity and experience in dealing with stakeholders of the game
- Demonstrated administrative and organisational skills, including oral and written communication skills and personal presentation
- Ability to use Microsoft Office 365 and Dynamics (incl. Word, Excel, power Point etc.) and social media platforms.
- Able to initiate new relationships, build rapport quickly and have the knowledge of dealing with professional administrators and importantly, referees & volunteers
- Excellent presentation and communication skills including phone, face to face, email, video call and direct messaging services
- Attention to detail and accuracy
- Driver's Licence

The following skills and qualifications are desirable:

- Experience in working with volunteers and a wide variety of stakeholders
- Current First Aid Certificate
- Working towards the next level of formal coach accreditation (Diploma)

The following are required:

- Must have a blue card (working with children) or be willing to get one
- Current and valid driver's license
- The right to work full time within Australia.
- Adhere to all FQ Policy and Procedures

Stakeholders and Interactions

- CEO

- GM – Infrastructure & Pathways
- Technical Directors – Coaching, Pathways and Talent ID
- Football Queensland Customer Experience Team
- Region General Managers and Region Managers
- Region FQ Academy Centre Leads
- Leadership of the FQ Technical Unit – TD’s Male and Female Pathways
- Parents / Guardians

Other

- The position may require weekend work and potential travel across the state