



## **ROLE DESCRIPTION**

### **ABF EDUCATION MANAGER**

The ABF Education Manager is a newly-created position which will commence in January 2023.

Tasks included in this role include:

- Creation and maintenance of the ABF Education webpage which will contain
  - links to appropriate State and Territory Association web-pages promoting their teaching opportunities and access to their clubs' lessons for beginners, intermediate and advanced players
  - promotion of approved providers of support resources (either free or via subscription)
  - archived material [-2022] from the current [ABF Education page](#) on the ABF website
- Liaison with State and Territory Associations to:
  - create a database of teaching contacts and links which will enable the facilitation of networking by small local groups wishing to engage in teacher forums and occasional online gatherings; and
  - add to the archived records of approved bridge teachers as recommended by Associations with appropriate recognition from the ABF
- Provide an annual report to the ABF Board of activities conducted throughout the year with associated statistics.

### **REMUNERATION**

\$10,000 per year paid quarterly

Queries regarding this position and expressions of interest should be directed to **Richard Ward** at email: [wardjrc555@gmail.com](mailto:wardjrc555@gmail.com)

The **closing date** for expressions of interest is **Thursday 5<sup>th</sup> January**.

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