



RIVERINA PACEWAY WAGGA

Club Secretary and Administration Manager

The Wagga Harness Racing Club is the major regional racing centre in the Riverina and conducts approximately 52 race meetings each year.

The principle focus of the position is to manage the conduct of race meetings at the new facility at Riverina Paceway Wagga (Cooramin Street, North Wagga).

In this role the successful candidate will require management and financial skills, an understanding of working with boards, strong communication and organisational skills and an understanding of advertising, marketing and sponsorship. An infinity with harness racing and an understanding of the wagering industry is very desirable.

The position involves encouraging initiatives that foster the development of harness racing within the town and wider district and to raise the profile of the sport in the Riverina. The role includes regular/various meetings with other clubs in the region and state-wide.

This hands-on role is suited to a candidate that enjoys working in a self-managed environment.

The Manager will undertake a number of administrative roles including ensuring that the complex abides by the various DA approval conditions imposed by Wagga Wagga City Council.

Remuneration for this full-time position will be in accordance with the skill set of the successful applicant.

For more information please call Terry McMillan 0427 225 826. Applications close 5pm Friday 12 February 2021.

Applications should be forwarded to:

Wagga Harness Racing Club
PO Box 7315
WAGGA WAGGA NSW 2650

Or email: waggahrc@bigpond.com