



**AFC
WOMEN'S
ASIAN CUP
AUSTRALIA
2026™**

Position Description General Manager Safety - Workforce

Overview	
Title	General Manager Safety - Workforce
Department	People Operations
Location	Sydney
Reports To	Executive General Manager People & Business Operations
Work Type	Full-Time Fixed Term Contract /Contractor Day rate
Hours/Days Per Week	37.5 hours a week

Accountability	
Number of direct reports	0
Number of indirect reports	0
Budget responsibility in \$	TBD

About Us
<p>The Asian Football Confederation (AFC) has awarded Football Australia hosting rights for the 2026 edition of the AFC Women's Asian Cup™. Having co-hosted the best-ever edition of the FIFA Women's World Cup™ in 2023, Australia will host the Continent's premier women's national team for a second time in history having also staged the 2006 edition of the AFC Women's Asian Cup™.</p> <p>This prestigious event will bring together 12 nations in a tournament structured into three groups of four. Following the resounding success of last year's FIFA Women's World Cup™, Football Australia, its stakeholders and partners are eager to create another tournament that celebrates women's football, delivers legacy outcomes for football and Australian society more broadly.</p> <p>A Local Organising Committee (LOC) has been established for the sole purpose of delivering the 2026 edition of the AFC Women's Asian Cup™ in Australia.</p>
Our Culture & Values
<p>AFC Women's Asian Cup is built on a foundation of inclusivity, respect, and unity, with a rich representation of both First Nations people and the diverse multicultural football community we proudly serve. We are united in our mission to deliver exceptional experiences for players, fans, and all those who are part of our journey. As one team, our strength lies in the trust we place in one another and the broader football family. Excellence drives everything we do, as we strive to create lasting opportunities that contribute to our Legacy 26 and elevate the global game.</p> <p>We strive to achieve this by embodying our core company values, which include:</p> <ol style="list-style-type: none"> Inclusive United Trust Excellence

Background & Purpose of the Role

The General Manager – Workforce Safety is responsible for the strategic integration and operational delivery of Work Health and Safety (WHS) practices across all workforce streams—including employees, volunteers, suppliers, and venue personnel, to support the successful delivery of the AFC Women's Asian Cup 2026 in Australia. This role ensures a safe, compliant, and inclusive environment for all participants and stakeholders, in alignment with Australian WHS legislation and tournament values.

This is a **fixed term contract-based role**.

Role Responsibilities

General

WHS strategy and integration

- Develop and implement a WHS management plan tailored to tournament workforce and operational footprint
- Embed WHS principles into workforce planning, onboarding, training and daily operations
- Ensure alignment with all relevant legislation, codes of practice and industry standards

Stakeholder Engagement

- Collaborate across Program Areas and with external partners (contractors, suppliers, local authorities) to ensure consistent safety practices and procedures
- Provide WHS guidance and support to LOC Managers, employees and supplier leads

Risk Management

- Conduct risk assessments and safety audits across all nominated worksites and workforce activities
- Review identified hazards and implement control measures to mitigate risks
- Lead incident response planning and ensure effective reporting and investigation protocols

Training and Communication

- Design and deliver WHS training modules for staff and volunteers that is inclusive and accessible
- Develop clear safety communications, signage and briefings tailored to workforce groups

Monitoring and Reporting

- Monitor and report on WHS compliance and performance throughout tournament lifecycle making recommendations to the Program Area and ELT on corrective actions and trends
- Maintain accurate records of incidents, hazards, inspections and corrective actions, utilising existing applications wherever possible
- Provide regular reports to Executive Leadership Team and contribute to post-event review

Procurement

- Lead WHS risk assessments on procured goods and services.
- Advise and provide guidance on the WHS requirements for scope of work development for goods and services, including standards to meet, WHS documentation required and compliance obligations with relevant WHS laws and regulations.
- Evaluate supplier safety records and capabilities against scope of works in support of supplier selection.
- Review and approve supplier safety documentation including WHS Policy, WHS Management Plans, SWMS, and safety data sheets for compliance with WHS requirements and ensuring consistency across all supplier operations.
- Training of procurement and relevant Program Areas on WHS in procurement
- Monitoring of suppliers for compliance against WHS documentation and ongoing supplier WHS risk management in conjunction with relevant Program Areas
- WHS incident management as it relates to suppliers.

Crisis and Incident Management

- Develop in consultation with the LOC PMO crisis and incident management plans
- At tournament time actively participate in the Main Operations Centre (MOC) providing leadership and subject matter expertise in relation to safety incidents
- Ensure that all highlighted risks, hazards and incidents are tracked and actioned appropriately either directly or by providing advice and support to Venue management teams

Venues

- Work with Venue Operations team to develop and integrate WHS procedures for key bump in, event and bump out periods in consultation with 3rd party suppliers and Venue owners
- Act as the principal WHS contact for regulators, venue owners, contractors, and senior event leadership.
- Oversee hazard identification, incident response planning, and emergency management procedures in consultation with venue WHS Managers
- Ensure integration of WHS planning into overall project and operations schedules.
- Provide visible leadership on-site during critical phases of event delivery, ensuring WHS culture is embedded.

Role Outcomes/ Deliverables

WHS Compliance and Risk Management

- 100% compliance with Australian legislation and tournament safety standards
- Completion rate of risk assessments
- Conducting safety audits and managing corrective actions

Incident Management

- Incident rates – set appropriate goals
- Average response time to incidents and near-misses
- Percentage of incidents investigated and resolved

Training and Awareness

- Percentage of workforce completing WHS induction and role-specific training
- Safety briefings

- Stakeholder Engagement

Lost Time Injuries

- Minimization of LTIs via proactive injury management strategies
- Effective Return to Work plans that reduce the impact of LTIs

Documentation and Reporting

- Documentation of plans and processes
- Creation and training of policies, procedures and other required documents
- WHS reporting post tournament

Major Interactions

- People Operations & Volunteering Team
- LOC Executive Leadership Team
- GM Safety, Security and Access
- Tournament Workforce and Operations Teams
- Venue Managers and Safety Officers
- Contractors and Suppliers
- Regulatory bodies
- Broader Football Australia and WAC26 functions

Knowledge, Skills, And Experience

Essential

- Minimum 5 years experience in WHS roles, preferably in major events, sport or venue operations
- Extensive knowledge of Australian WHS legislation and standards
- Proven ability to manage WHS across diverse and temporary workforces
- Excellent communication, training and stakeholder engagement skills

Desirable

- Experience working in sporting events, tournaments or live productions
- Familiarity with volunteer management and multicultural workforce environments

Qualifications

- Tertiary qualification in Work Health and Safety or related field

Unique Criteria

The following selected items identify the requirements of the role;

- ☒ Out of hours and weekend work
- ☒ Intra and/ or Interstate travel
- ☐ International Travel
- ☐ Significant periods of work away from home

☒ Significant Responsibilities – This does not contain a comprehensive listing of responsibilities, activities and duties that are required of the incumbent. These may change from time to time at the discretion and needs of the manager/organisation

Additional Requirements

To comply with our organisational policies and/ or national and state legislation, the following selected items are requirements of the role;

- ☒ National Police Check
- ☒ International Criminal History Record for each country (other than Australia) in which you have resided for 12 months or more in the last 10 years (if applicable)
- ☒ Full working rights in Australia
- ☒ Working with children check (paid/ employee) or state- based equivalent
- ☐ Working with children check (volunteer) or state- based equivalent (volunteer roles only)