



Senior Program Coordinator

Thriving in Motion is a not-for-profit association with the mission to use exercise expertise to improve the health of children and young people. Thriving provides exercise and health services, collaborates on research to develop evidence-based exercise, and provides education for young people, the community and health professionals. We celebrate uniqueness and diversity and offer an inclusive and fun exercise environment for all kids and young people.

Join an organization that prides itself in providing best practice, evidence-based and enjoyable exercise services for young people, where you will have:

- A friendly, supportive environment that values autonomy and professional growth.
- The opportunity to join a collaborative team that delivers fun, engaging, and meaningful exercise experiences for children, young people, and their families.
- Work within a team that strives to support a healthy work-life balance through supporting flexible working arrangements.
- Be supported to continually develop and expand your skill set as an exercise and health professional.

The role

This role broadly involves the planning and development of specific Thriving services, projects and/or programs for growth and sustainability. Guided by organisational strategy, grant requirements, and key performance indicators, the role focuses on future orientated activities including (but not limited to) the development of expanded or new delivery locations, participant recruitment and retention, delivery and quality assurance process of current programs and services, and supporting program/project partnerships.

A health professional within this role is able to apply a high level of professional judgment and clinical knowledge when performing a range of novel, complex, and critical tasks, specific to their discipline (e.g., Exercise Physiologist, Physiotherapist, Occupational Therapist).

This role requires a high level of organisational and communication skills to manage and establish priorities, communicate with stakeholders, manage and support staff, and adhere to organisational deadlines. The successful candidate will also support service evaluation, community partnerships, organisational strategy, and corporate communication.

Key Responsibilities + Expectations:

- Ability to manage and deliver programs and projects (e.g., exercise and education services) in line with professional training and experience, and organisational KPIs or strategic objectives
- The capacity to allocate resources, set priorities and ensure budgets are met within a complex organisation

- Responsible to the Management/Executive team for providing effective services and ensuring budget/strategic targets are met
- Manage service delivery staff team, including professional training and development; performance management, quality control and compliance; and supervision and team support
- Monitoring and review of service processes, including reporting on KPIs of and actioning any areas of concern.
- Assist with proposals and acquittal processes for program or projects applications and grants.
- Communication and relationship management with current and future service users, and aligned stakeholders (e.g., referrers)
- Oversee data collection within allocated programs or projects to contribute to evidence-generation and service evaluation
- Coordinate project reporting and dissemination to varied stakeholders (e.g., health professionals, founders, community).
- Uphold Thriving in Motion's organisational values and contribute positively to its culture.
- Other tasks as directed and if capacity allows.

Accountability & supervision:

- Workload, tasks and KPIs set by Line Manager and discussed via annual performance review process.
- Largely autonomous for day-to-day and program/project management tasks, with strategic and business development tasks directed by Operations Manager and Facility/Business Manager.
- Participants in regular meetings with Management team.

What we offer:

- Flexible working arrangements, and we strive to support a healthy work-life balance.
- A friendly, supportive environment that allows autonomous work practices.
- Work within a great team environment.
- Professional development pathway (advance scope of training.)
- Career progression – clinically and organisational/business development roles
- Opportunity to make a significant impact on individuals and community health outcomes
- Chance to work within a non-for-profit organisation and team in a non-for-profit organisation
- 1 or 2 year fixed term contracts

Starting Salary 2026 (1.0FTE): \$111,731 + superannuation contribution

Selection Criteria:

1. **Demonstrated advanced clinical exercise expertise**, including experience delivering safe, evidence-based interventions with priority populations such as young people, individuals experiencing mental health challenges, and neurodivergent people. Provide examples of clinical impact and outcomes.
2. **Proven experience in a senior clinical or aligned project** demonstrating accountability for service delivery, program performance, and contributing to organisational goals..
3. **Exceptional organisational capability**, including the ability to set priorities, manage competing deadlines, and successfully plan and deliver projects aligned to intended outcomes.
4. **Demonstrated project management and/or health service coordination skills**, including planning, implementing, monitoring, and evaluating initiatives within a health or community context.

5. **Experience in resource planning and strategic organisational operations**, including financial oversight, budget management, and contributing to or leading service development.
6. **Proven ability to build and sustain strong, collaborative stakeholder relationships**, including with community members, students, clinical partners, and funding or corporate agencies.
7. **Demonstrated capacity for autonomy, initiative, and problem-solving**, including navigating challenges in dynamic environments to maintain progress and quality.
8. **Experience in staff or team coordination and leadership**, including supporting professional development, role clarity, operational performance, and positive team culture.

Desirable

- Demonstrated ability to grow programs or innovate services in line with overall business strategic direction.
- Not-for-profit sector experience
- Experience in evaluation, quality assurance, research, and/or data organisation and analytics.
- Experience working with diverse young people aged 12-25 years.

Special requirements

1. Current Working with Children Check
2. WA Health or National Police Clearance
3. Health professional registration (e.g., APHRA, ESSA)