

POSITION DESCRIPTION

Position Title	Women's High Performance Development Manager
Business Unit	Professional and Performance
Reports to	Women's High Performance Manager
Position Type	1.0, Fixed Term until December 2022
Location	Auckland or Wellington
Date	September 2021

New Zealand Rugby Overview

The vision for New Zealand Rugby is to Inspire and Unify. We do this by living the values of The Rugby Way, Te Ara Ranga Tira, which guides our game from Small Blacks to national teams.

The four pillars (Pou) of The Rugby Way are: Be Our Best (Te Pou Hiranga), Be Welcoming (Te Pou Maioha), Be Passionate (Te Pou Ihihi) & Play Fair (Te Pou Tika).

We strive for rugby teams in black that are unrivalled, a high performance system that produces the world's best talent, competitions that fans love, and a community game that is strong and cherished. We are committed to New Zealand rugby being financially secure, attracting top partners and contributing actively to the global game.

New Zealand Rugby employs more than one hundred staff who are based in its Wellington head office, Auckland or in a variety of rugby roles throughout New Zealand. Responsibilities include management of our national teams (including the All Blacks), administration of our national competitions, and participation in international competitions including Test matches, as well as assisting community rugby throughout the country. The organisation has direct relationships with its members, including all 26 Provincial Unions, Investec Super Rugby Teams, Commercial and other partners and stakeholders such as the New Zealand Government.

New Zealand Rugby is one of New Zealand's largest sports organisations, with a team of employees committed to ensuring that our national game is run smoothly and effectively at all levels, all over New Zealand.

Purpose

The purpose of this role is to assist in the development and implementation of the Women's High Performance Pathway for New Zealand Rugby. This includes managing player development programmes with an emphasis on support, development and succession of high performance female players.

Key Tasks

Major responsibilities and accomplishments expected of the position are:

Women's High Performance Pathway Management

- In conjunction with the Women's High Performance Manager;
 - Develop a Women's High Performance Pathway plan and define development needs against that plan.
 - Develop and implement the Women's High Performance pathways for New Zealand Rugby.
 - Create a Women's High Performance Pathway network to support the identification and development of players.
 - Ongoing review of the pathways and competition structures to ensure development needs are being met.
- Manage NZR pathway programmes.

Provincial Union Women's High Performance Programmes

- Lead the management and review of the Provincial Union Women's High Performance programmes in line with the NZR Service Level Agreement.
- Ensure NZR identified players have, an IPP, the required level of support and regular monitoring.
- Assist in the development of curriculum for Provincial Union High Performance programmes.
- Support and grow the capability of Provincial Union Women's High Performance Managers.

National Teams and Tournaments

- As required support of national development programmes including; campaign management, management recruitment, review of programmes at the conclusion of each campaign.
- Assist in planning and implementation of tournaments as required.

Athlete Management System

- Ensure the Women's High Performance Pathway network are utilising the system and that it is adding value.

Relationships

- Establish and develop strong relationships with all key stakeholders including:
 - Provincial Union High Performance staff
 - Super Rugby High Performance staff
 - National team coaches and support staff
 - Selection Network
 - Key Partners
- Provide on-going guidance and support to the Provincial Unions, selectors and regional coaches on player pathways and key indicators for progression through the player pathway.
- Be an advocate for player pathways internally and externally.

Other

- Undertake any other duties as directed to meet organisational objectives.

Health & Safety (for self)

- Takes personal responsibility for keeping self free from harm
- Follows safe working procedures
- Reports incidents promptly
- Reports hazards promptly and suggests appropriate remedies
- Knows what to do in the event of an emergency
- Co-operates in implementing rehabilitation plan

Key Relationships

• This position reports to:	Women's High Performance Manager
• Other areas/people that report to this position's immediate manager:	Nil
• This job's direct reports are:	Nil
External Relationships <ul style="list-style-type: none">• Super Rugby Clubs• Provincial Unions• HPSNZ	Internal Relationships <ul style="list-style-type: none">• CEO and Executive team• NZR staff

Person Specification

Experience – Required

- Proven experience in working with high performance player pathways.
- Involvement in high level sports management of 3-5 years.
- Proven experience in high performance sport environments.
- Experience working with female athletes.

Educational and Professional Memberships

A tertiary degree in a management discipline and/or sport related area.

Competencies

Behaviour	Everyone	People Leaders
Be Welcoming	<ul style="list-style-type: none">• Respects and values others' styles, opinions, backgrounds and beliefs• Understands the motivations and situation of others• Promotes an inclusive culture welcoming all ages, genders,	<ul style="list-style-type: none">• Stays connected to the team• Cultivates a team culture by advocating collaboration across teams• Actively seeks others' involvement

	ethnicities, sexualities, religions or physical abilities	
Be Our Best	<ul style="list-style-type: none"> • Seeks and acts upon feedback to improve performance • Recognises & develops own strengths and work-ons • Shares knowledge and skills • Respects and values the contribution of others • Identifies areas where a difference can be made and adds value • Works to gain trust and respect with all stakeholders • Responds positively to change • Is forward-thinking, always looking striving to improve and be the best • Consistently delivers on time • Puts their hand up when help is required or when it's required by others • Sees opportunities rather than barriers • Speaks up and challenges where there are issues, risk or inefficiencies 	<ul style="list-style-type: none"> • Ensures the right people are in the right job at the right time • Provides the tools needed for success • Invests in growing our people and supporting their holistic development • Sets attainable challenges & recognises and reinforces development efforts • Shares information and provides effective coaching • Takes the time to understand individual's strengths and where/how they can add value • Engages and utilises people from across NZR in the development and execution of business priorities • Looks long-term, to generate and encourage new ideas • Walks the talk • Ensures the wider team understand how what they do fits with NZR's vision and key strategic challenges • Prioritises the wider team's goals and intentions accordingly
Be Passionate	<ul style="list-style-type: none"> • Demonstrates a can do attitude, always open to opportunities • Pursues everything with energy and drive • Strives to achieve stretch goals • Always an ambassador for NZR and the game • Loves what we do – works here because it's fun and we connect with others • Is a team player, connects with people 	<ul style="list-style-type: none"> • Creates a highly engaged environment and culture • Encourages responsible risk taking where mistakes are owned and learned from • Encourages research and learning in relevant areas of rugby, sports and other business to understand future trends
Play Fair	<ul style="list-style-type: none"> • Is honest and constructive in discussions • Acts for the good of the game and respects its heritage, history and heroes • Is open, supportive and considerate • Actively listens, considers and takes on board other views • Behaves with integrity and is responsible for own behaviour 	<ul style="list-style-type: none"> • Ensures people know what is expected • Has the team's back • Trusts others to make good and timely decisions • Clearly and consistently communicates with all team members

	<ul style="list-style-type: none"> • Looks after others and steps in if something is not right • Fronts when something goes wrong, owns the action and the consequence 	
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Authorities / Dimensions of the Position

Contractual – Signs letters and contracts on behalf of the organisation within specified delegated authorities.

Manager Name: _____ Signature: _____ Date: _____

Employee Name: _____ Signature: _____ Date: _____