

## POSITION DESCRIPTION

<b>Position Title:</b>	<b>Coach Development Officer</b>		
<b>Work Area:</b>	Community Netball	<b>Reports to:</b>	Zone Community Netball Manager
<b>Primary Location/s:</b>	Apollo Projects Centre, Christchurch		
<b>Employment Status:</b>	Full Time Fixed Term – ending Friday 27 April 2018 (parental leave cover)		

### Primary Purpose of Position

1. To increase the number and quality of coaches at all levels in the game – particularly community and foundation level.
2. To create a culture for coaching excellence in clubs, schools and Centres through the provision of high quality coach development opportunities.
3. Increase the engagement of coaches in the National Coach Development Framework.
4. Deliver a range of formal and informal coach development opportunities and increase attendances at these workshops.

### Responsibilities & Measures

Key Accountabilities	Critical Factors
<b>Coach Development</b>	<ul style="list-style-type: none"> <li>• Delivery of the NNZ Coach Development Framework from Foundation, including ANZ FutureFERNs, to Community Coach level</li> <li>• Promote the NNZ Coach Development Framework and advocate for coaches to be actively engaged in Coach development</li> <li>• Recruit, retain and reward community netball coaches in the zone</li> <li>• Support coach development within targeted communities identified in the Whole of Netball Plan</li> <li>• Increase engagement of secondary school coaches in coach development</li> <li>• Provide clear and attractive pathways to coaches at all levels of the game</li> <li>• Establish and maintain opportunities to strengthen links between National Coaching staff, ANZ Championship, Zone and Centre coaches</li> <li>• Provide informal development opportunities for coaches that align to interest level and skill</li> </ul>
<b>Performance and representative coaches</b>	<ul style="list-style-type: none"> <li>• In partnership with the Performance Manager support the roll out of the National Player Development Plan, with a particular focus on coaching</li> <li>• Identify, support and promote coaches engaged in Performance Coach</li> <li>• Provide coaching support and identify development opportunities to representative coaches</li> <li>• Support Centres with the selection, appointment and debrief processes for representative coaching roles</li> </ul>

<b>Planning and monitoring</b>	<ul style="list-style-type: none"> <li>• Support Centres to develop an annual Coach Development Plan to support development within each Centre</li> <li>• Continuously monitor and proactively plan to ensure there are sufficient quality and quantity of coaches to meet the changing needs of Netball</li> <li>• Provide feedback to Zone on Coach development programmes, tracking that these are sufficient to meet the changing/evolving needs of the modern game</li> <li>• Provide coach development reports as and when required by Zone and NNZ</li> </ul>
<b>Relationships</b>	<ul style="list-style-type: none"> <li>• Build and maintain a network of strong relationships with key stakeholders within the Zone and coach development personnel at Regional Sports Trusts (RSTs)</li> <li>• Keep abreast of all leading innovations and developments in community coaching from across codes</li> <li>• Work collaboratively with other development officers and independent coach developers within the community netball team to ensure the sharing of mutually beneficial practices, learnings and general information</li> </ul>
<b>General Management</b>	<ul style="list-style-type: none"> <li>• Provide effective input and expertise across the wider Community Netball team</li> <li>• Work with player and umpire development personnel to ensure alignment across Netball</li> <li>• Support other coach developer/facilitators across the Zone</li> <li>• Contribute to relevant marketing and media content surrounding Coaching in NZ</li> </ul>
<b>Financial Management</b>	<ul style="list-style-type: none"> <li>• Work closely with the Performance Development Manager to effectively manage budgets</li> </ul>

<b>Key Relationships</b>	
<b>Internal</b>	<b>External</b>
Community Netball Manager Performance Development Manager Netball Development Officers All Zone staff Netball Mainland Board Zone Development Groups Zone Talent and Development Squads	NNZ National Manager – Coach Development NNZ National Training Manager – Coach Development NNZ Community team Other Development Officers across Zones Netball Centres Regional Sports Trusts Sport NZ HPSNZ

<b>Staff Reporting</b>	
<b>Paid</b>	<b>Volunteer</b>
Nil	

<b>Delegation of Authority</b>	

<b>Core Competencies, Skills &amp; Qualifications/Experience</b>	
<b>Competency</b>	<b>Descriptors</b>
<b>Specialist Knowledge &amp; Experience</b>	<ul style="list-style-type: none"> <li>• Extensive knowledge of coach development and broad sporting sector knowledge and experience</li> <li>• Training development/teaching and coaching experience</li> <li>• Hands on experience within the sport of Netball, helping to understand the organisation at all levels</li> <li>• Strong understanding of Community Netball and the Netball development officer network</li> <li>• Strong relationship management skills and ability to work with a diverse range of stakeholders by sharing relevant information and identifying and dealing with issues effectively</li> </ul>
<b>Leadership &amp; Strategic Ability</b>	<ul style="list-style-type: none"> <li>• Strong stakeholder management and interpersonal skills that generate mutual respect and trust</li> <li>• Confident, decisive and objective with experience of making sound decisions especially under pressure</li> <li>• Strong sense of accountability and desire to deliver against goals</li> <li>• Comfortable giving and receiving constructive feedback to enhance performance</li> <li>• Provides appropriate, innovative and effective recommendations to the Head of Community Netball</li> <li>• Skilled at determining important issues, prioritising and multi-tasking</li> </ul>
<b>Business &amp; Commercial Acumen</b>	<ul style="list-style-type: none"> <li>• Willingness to be accountable and measured on performance</li> <li>• Accepts legal and fiduciary responsibilities</li> <li>• Networks effectively in the netball world and in the wider national sports and business scenes</li> <li>• Understands the management environment and disciplines</li> <li>• Contributes to competitive and innovative strategies, brands and plans</li> </ul>
<b>Communication &amp; Interpersonal Skills</b>	<ul style="list-style-type: none"> <li>• Conveys credibility, driving influence and ensuring 'buy in' from a diverse range of stakeholders</li> <li>• Exceptional oral communication skills, clear, concise, effective and persuasive</li> <li>• Communicates consistently, openly and honestly in any situation</li> <li>• Quickly establishes and maintains rapport and effective relationships at all levels, with both internal and external stakeholders</li> <li>• Is dedicated, highly motivated, enthusiastic and considerate at all times</li> <li>• Collaborates well, voluntarily sharing appropriate information across all levels and thrives in a team environment</li> <li>• Maintains professionalism, empathy and understanding to all stakeholders at all times</li> <li>• Highly adaptable and flexible, coping well with continual change and tight deadlines</li> </ul>
<b>Passion for Sport</b>	<ul style="list-style-type: none"> <li>• Appreciates the finer points of participating and competing</li> <li>• Makes decisions with the best interest of sport in mind</li> <li>• Has a good knowledge of sport in general and netball in particular</li> </ul>

<b>Other</b>	
<ul style="list-style-type: none"> <li>• Travel and weekend work is expected</li> <li>• And such other duties as may be determined by the Netball Mainland Board, CEO or Manager</li> </ul>	

**Employee's signature:** .....

**Date:** .....

**Manager's signature:** .....

**Date:** .....