

Job Description

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| Position Title: | Coach Development Officer – Auckland | | |
| Work Area: | Community Netball | Reports to: | Relationship Manager |
| Responsible for: | Coach Development - Auckland Centres Pod | | |
| Geographic area: | Auckland Central, West and North Shore | | |
| Employment Status: | Fixed term, 20 hours per week | | |

Primary Purpose of Position

The Coach Development Officer plays an important role in growing coach developers and coach connectors ensuring coach development is delivered within the three largest Northern Zone centres.

- Increase the engagement of coaches in the National Coach Development Framework
- Increase the recruitment and development of Coach Developers
- Increase delivery and engagement with future FERNs foundation coaches/star helpers
- Increase the recruitment and development of Coach Connectors

Responsibilities & Measures

| Key Accountabilities | Critical Factors |
|--------------------------|---|
| Coach Development | <p>Coach Development Planning</p> <ul style="list-style-type: none"> • Co-design a coach development plan for each Centre • Support Centre to create coaching community of support, and share resources and best practice with each other and coaches • Disseminate information from Zone/NNZ to convenors <p>Coach Developers/Coach Connectors</p> <ul style="list-style-type: none"> • Recruit, develop and train Coach Developers and Coach Connectors at Centres • Maintain CD databases and coordinate dissemination of information from Zone/NNZ • Support Zone led training CD opportunities <p>Coach Development Opportunities</p> <ul style="list-style-type: none"> • Identify and target coaches to undertake Community Coach 1 and Community Coach 2 Awards. • Co-design formal and informal coaching workshops with Centres to engage coaches and meet needs of Centre • Ensure Foundation Modules are delivered meeting KPI's on member engagement (star helpers, coaches attendance) • Support the Zone coaching/player development days <p>Database</p> <ul style="list-style-type: none"> • Maintain an up to date Coach Developer database. • Ensure data for all coach workshops are provided for entry to the Zone Database. <p>Monitoring and Reporting</p> <ul style="list-style-type: none"> • Provide feedback to the Zone on Coach development programmes including reviewing the delivery and success of programmes • Provide coach development reports as and when required by Zone and NNZ. • Complete quarterly reporting to NNZ by required timeframes. |

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| Relationships | <ul style="list-style-type: none"> • Work collaboratively with Netball Centres and their convenors/Junior/Coach Coordinators and Coach Developers to share mutually beneficial practices and learnings. • Work with other development personnel in the Zone to ensure alignment across community delivery. |
| The Netball System | <ul style="list-style-type: none"> • Undertake any other tasks as requested by the Relationship Manager to support the delivery of quality netball experiences and meeting the Zone Community Netball Plan. |
| Communication | <ul style="list-style-type: none"> • Achieve a high and positive profile for Netball Northern Zone with all activities • Contribute to the Zone Newsletter and Social Media by producing 'Good News Stories' which promote and demonstrate key successes to be shared with stakeholders. |

Key Relationships

| External | Internal |
|---|--|
| <ul style="list-style-type: none"> • NNZ Community team • Centre Coach Coordinators/Convenors • Centre Development Personnel | <ul style="list-style-type: none"> • Zone CEO • Relationship Manager • All Zone Community personnel • Other Zone staff |

Delegation of Authority

As per the Zone's Delegated Authority

Core Competencies, Skills & Qualifications/Experience

| Competency | Descriptors |
|--|--|
| Specialist Knowledge and experience | <ul style="list-style-type: none"> • Broad sport sector knowledge with a minimum of 3 years' experience and knowledge in coach development or adult learning • Strong understanding of Community Netball and hands on experience • Strong relationship management skills and ability to work with a diverse range of stakeholders • Competent in facilitating and delivering workshops |
| Leadership and strategic ability | <ul style="list-style-type: none"> • Ability to quickly build relationships that generate mutual respect and trust • Confident, decisive and objective with experience of making sound decisions especially under pressure • Strong sense of accountability and desire to deliver against goals • Comfortable giving and receiving constructive feedback • Skilled at determining important issues, prioritising and multi-tasking |
| Business and Personal Acumen | <ul style="list-style-type: none"> • Willingness to be accountable and measured on performance • Networks effectively in the netball world and in the wider sports sector • Contributes to competitive and innovative strategies, brands and plans |
| Communication and Personal skills | <ul style="list-style-type: none"> • Conveys credibility, ability to influence and ensuring 'buy in' from a diverse range of stakeholders • Exceptional oral communication: clear, concise, effective and persuasive • Communicates consistently, openly and honestly in any situation • Quickly establishes and maintains rapport and effective relationships at all levels, with both internal and external stakeholders • Is dedicated, highly motivated, enthusiastic and considerate at all times • Collaborates well, voluntarily sharing appropriate information across all levels and thrives in a team environment • Maintains professionalism, empathy and understanding at all times • Highly adaptable and flexible, coping well with change and deadlines |
| Passion for Sport | <ul style="list-style-type: none"> • Appreciates the finer points of participating and competing • Makes decisions with the best interest of sport in mind • Has a good knowledge of sport in general and netball in particular |

Other

- Evening and Weekend work is expected and managed with the hours and nature of the role.

Employee's signature: _____

Date: _____

Manager's signature: _____

Date: _____