

POSITION DESCRIPTION

Position title:	Yachting New Zealand regional development and coaching manager
Reports to:	National sport development director
Direct reports:	Nil
Principal relationships:	<p>External: Sailing and boating clubs, club coaches, regional and class coaches, regional associations, class associations, Yachting New Zealand members, schools, funders, regional sports trusts.</p> <p>Internal: Yachting New Zealand staff and contractors.</p>
Main purpose of the position:	<p>The role: Supporting clubs with feedback on club programmes, creating a national race training framework, and educating sailors and coaches on pathway and development opportunities. Work with Yachting New Zealand's coach development manager to improve regional coaching reach.</p> <p>Develop and maintain positive relationships with Yachting New Zealand members in the designated region, promote Yachting New Zealand programmes, and support clubs to engage with their local communities.</p>
Measuring success:	<ul style="list-style-type: none"> • Timely and accurate reporting on engagement and progress goals. • Positive results in club and stakeholder surveys. • Visibility at club level.

Duties and responsibilities

The position includes the following duties and responsibilities, and any duties and responsibilities reasonably incidental to those:

<p>Coaching</p> <p>Increase delivery of high-quality experiences for sailors</p> <ul style="list-style-type: none"> • Support clubs by reviewing and providing feedback on sailing programmes and pathways, from RŪNĀ, Learn to Sail and Learn to Race to racing and competition development and support. • Create (and maintain) a national race training framework or set of best practices for clubs. • Educate sailors and coaches on pathway and development opportunities. • Work with coach development manager to run on-water coach development of regional coaches to increase the delivery of high-quality coaching. • Consult and advise national junior and youth class associations.
<p>Regional development</p> <ul style="list-style-type: none"> • Develop and maintain positive and trusted relationships with Yachting New Zealand members - clubs and class associations. • Promote, guide and coordinate clubs' access to Yachting New Zealand programmes and resources e.g. RŪNĀ, Learn to Sail, Clean Club, volunteers training, coaches and officials training, health and safety and risk management. • Support member clubs' participation, growth and other goals through providing advice and sharing best practice ideas. • Act as communication conduit for Yachting New Zealand and promote club stories and events to be shared across Yachting New Zealand-owned platforms. • Recognise and acknowledge New Zealand's biculturalism, Te Tiriti o Waitangi and our cultural diversity. • Promote and support initiatives that enhance equity, diversity, and inclusion within the sailing community.
<p>Administration</p> <ul style="list-style-type: none"> • Monthly report to Yachting New Zealand national sport development director. • Provide input as required to Yachting New Zealand's strategic and annual planning. • Update the Yachting New Zealand database records as required. • Provide support to Yachting New Zealand with survey returns and other information collection.

Experience and knowledge:

Essential:

- Qualified sailing coach with the following certification:
 - Coaching certification – New Zealand or international
 - Safety boat operator's certification
 - VHF operator's license
 - Current first-aid
- Experience in coaching sailing at a club, regional and national level.
- Experience working in or with yacht clubs and/or volunteer networks.
- Understanding of New Zealand's biculturalism, Te Tiriti o Waitangi, and cultural diversity.

Desirable:

- Tertiary education in coaching or coach development.
- Extensive sailing experience – demonstrate competitive sailing background.
- Experience in facilitation and group presentations.
- Experienced managing and delivering projects.
- Experience in governance, business or organisational leadership.

Skills and attributes:

Management capabilities:

- Ability to understand and discuss Yachting New Zealand's goals and strategies.
- Self-managing, time-efficient, reliable and proficient.
- Ability to deliver professional reports and documents in a timely and succinct manner.

Relationship management and communication:

- An ability to communicate clearly both verbally (to small and large groups) and written.
- Ability to inspire confidence and trust.
- An ability to effectively work with a wide range of people in all situations.
- An ability to form successful relationships with stakeholders.
- An ability to work cohesively with the wider Yachting New Zealand team.

Personal attributes:

- Relates well to others.
- Has a growth mindset and an eagerness to improve their knowledge.
- Outgoing personality.
- Punctual, careful and safety conscious.
- Possesses a "can-do" attitude, is self-sufficient and environmentally aware.
- Ability to work remotely.
- Team player.
- Creative problem solver.
- Capacity to understand the "bigger picture".
- Honest, high standards of integrity.