

POSITION DESCRIPTION

Position title:	Yachting New Zealand regional development, sustainability and inclusion manager
Reports to:	National sport development director
Direct reports:	Nil
Principal relationships:	<p>External: Sailing and boating clubs, 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:</p> <p>This role will focus on working with underserved communities, bridging perspectives from different backgrounds, and promoting inclusive sailing programmes. It will take the lead with understanding New Zealand's biculturalism, Te Tiriti o Waitangi and cultural diversity, and coordinate the implementation of Yachting New Zealand's environmental strategic objectives.</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>Sustainability and inclusion</p> <ul style="list-style-type: none"> • Lead the cultural integration and authenticity of Yachting New Zealand's RŪNĀ schools and community engagement programme and its content. • Support RŪNĀ clubs to bring the bicultural components of RŪNĀ to life in their area through building stronger local relationships and partnerships with iwi and hapu. • Develop, implement, and monitor strategies that promote equity, diversity and inclusion within Yachting New Zealand. • Promote and support initiatives that enhance equity, diversity, and inclusion within the sailing community. • Lead with an understanding of New Zealand's biculturalism, Te Tiriti o Waitangi and our cultural diversity. • Implement programmes and support clubs to engage with environmental strategic objectives, including the Yachting New Zealand Clean Club programme.
<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 platforms.
<p>Administration</p> <ul style="list-style-type: none"> • Monthly reporting to Yachting New Zealand's national sport development director.

- Provide input as required to Yachting New Zealand 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:

- Strong understanding of New Zealand's biculturalism, Te Tiriti o Waitangi, and cultural diversity and how this can be brought to life in sports and volunteer organisations.
- Experience and knowledge in successful implementation of diversity, equity and inclusion change in sports or volunteer organisations.
- Experience working in or with clubs and/or volunteer networks.
- Experience working on implementing environmental strategies and projects.

Desirable:

- Demonstrable experience of developing partnerships between organisations.
- Experience in and passionate about sailing.
- Experience 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.
- Team player.
- Ability to work remotely.
- Creative problem solver.
- Capacity to understand the "bigger picture".
- Honest, high standards of integrity.