



## CENTRAL REGION RELATIONSHIP MANAGER - MATERNITY COVER

Gymnastics New Zealand is the recognised National Sports Organisation responsible for the development, promotion and governance of Rhythmic and Artistic Gymnastics, Aerobics, Trampoline, Tumbling and Gym for All. We are a forward thinking, dynamic organisation who value hard work and fun in equal measures.

We are seeking to fill a Relationship Manager position in the Central Region for a 12-month period. The role would ideally suit individuals with knowledge and experience in sport development and/or sport management and who are already established in the sport sector.

The core purpose of the Relationship Manager role is:

- To provide sport development and capability support for the gymnastic sport clubs in the Central Region.
- To identify opportunities and implement effective strategies to increase participation in gymnastic sports, and establish and maintain diverse and sustainable relationships.

Some important attributes to fulfil this role would be:

- The ability to effectively manage relationships with a customer-centric mindset.
- A strong communicator.
- Have strong research and writing capability.
- Good project management skills and the ability to manage multiple tasks and deadlines.
- A positive demeanour and a solution based attitude to challenging situations.

Based in Wellington, this role covers the central region (Hawkes Bay/Poverty Bay, Whanganui/Manawatu and Nelson/Blenheim). Periodic travel is required however, much of the engagement with clubs and partners is done remotely.

This role provides exciting opportunities to develop and lead on projects both within the region and at National level and will suit someone who is self-motivated, proactive and passionate about sport.

Please see the attached Job Description for further details regarding this role.

If you are interested, we would love to hear from you. Please forward a full CV and covering letter to Belinda Randall - [belinda.randall@gymnasticsnz.com](mailto:belinda.randall@gymnasticsnz.com)

Applications close on Monday 5<sup>th</sup> October 2020 at 9am. Interviews will take place week beginning 12<sup>th</sup> October.



# POSITION DESCRIPTION

## Central Region Relationship Manager

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### WHO ARE WE

Based in Auckland, Gymnastics New Zealand (Gymnastics NZ) is the national body responsible for the development, promotion, governance and leadership of gymnastics sports throughout New Zealand.

Gymnastics is a collective term for Aerobic Gymnastics, Gymnastics for All (recreational), Men's and Women's Artistic Gymnastics, Rhythmic Gymnastics and Trampoline Gymnastics.

Gymnastics is a foundation of all sport, recreation & performing arts – gymnastic sports are foundation skills for life.

Gymnastics is fun and builds confidence for all ages, from early childhood to adult.

Gymnastics is inclusive.

We grow great New Zealanders through Gymnastics!

### ORGANISATION VALUES

**Keep the balance** – We collaborate, fluidly balancing individual, group, organisation and stakeholder goals.

**Own the smile** – We have fun, relishing the unison of mind, body and spirit in practice and performance.

**Chase the challenge** – We embrace excellence, always striving for maximum participation and a flawless result.

**Play things fair** – We act with integrity, valuing everyone's place and choosing solutions that work for all.

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**POSITION TITLE**      Central Region Relationship Manager

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**MANAGER**                      This position reports to the Relationship Team Manager

**LOCATION**                      Wellington  
Periodic travel required throughout Hawkes Bay/Poverty Bay, Whanganui/Manawatu and Nelson/Blenheim.

**PURPOSE**                      To provide capability support and sport development for the gymnastic clubs in the Central Region.  
  
To identify opportunities and implement effective strategies to increase participation in gymnastics, build capability within Clubs and establish and maintain diverse and sustainable relationships.

**KEY RESPONSIBILITIES**

- Establish and maintain effective and productive working relationships/partnerships with Gymnastics NZ staff, Affiliated Clubs and other strategic partners.
- Implement strategies and initiatives within the Gymnastics NZ Strategic Plan.
- Develop and implement strategies and initiatives to support club capability.
- Research and develop written guidelines, resources and templates to support the delivery of Regional Action Plan outcomes and other strategy initiatives.
- Achieve and report on sport development outcomes identified in the Regional Action Plans.
- Develop and support initiatives to increase participation opportunities across the Central region.
- Implement coach and judge strategies and initiatives to increase the quality of gymnastics delivery across the region.
- Implement and monitor strategies and initiatives to support the management of volunteers throughout clubs and regions.
- Assist in the marketing and promotion of Gymnastics NZ and our programmes.
- Gather, analyse and report on gymnastics activity across the region.

KEY RELATIONSHIPS	<ul style="list-style-type: none"> <li>• Gymnastics NZ staff and affiliated members</li> <li>• Local Territorial Authorities</li> <li>• Regional Sports Trusts</li> <li>• Regional Sports Organisations</li> </ul>
ATTRIBUTES	<ul style="list-style-type: none"> <li>• A high level of emotional intelligence and an articulate communicator; skilled in quickly engaging audiences, establishing rapport and developing strong relationships.</li> <li>• Knowledge and experience in sport development and/or sport management, ideally already established in the sport sector community.</li> <li>• Outcome orientated with sound project management skills and the ability to manage multiple tasks and deadlines; the ability to develop long term strategic and short term business plans and manage a budget.</li> <li>• The ability to create and manage multiple positive relationships across a variety of different stakeholders.</li> <li>• A confident decision maker; able to work collaboratively and identify new opportunities and ideas for growth and expansion, the courage to innovate and take measured risks which lead to enhanced organisational performance.</li> <li>• A customer-centric mindset; excellent written skills, the ability to develop proposals and written reports; an ability to coordinate and utilise information to drive decision-making, to deliver compelling presentations and a demonstrated ability to engage stakeholders.</li> </ul>
SALARY	This salary range will be negotiated based on experience and skill set.
PERFORMANCE REVIEW	Performance reviews will be carried out at six monthly intervals against mutually established performance objectives.