

**ATHLETE DEVELOPMENT MANAGER**



**Introduction**

CRNZ is the national sports organisation (“**NSO**”) responsible for promoting, advancing and managing the kayaking disciplines of Sprint, Marathon and Ocean Ski.

*Vision*

- We aim to build and support a thriving paddling community in NZ.
- We strive to be successful in every area of our sport, and to inspire Kiwis through our success.
- We aim to be the most dynamic, creative and innovative sport organisation in NZ.

*Principles*

- We will always strive to act in the best interests of our athletes, people and community.
- We will be transparent, fair and consistent in our decision-making.
- We will be efficient with our resources, and treat taxpayer money with gratitude and respect.
- We will be professional and proactive.

**Key Relationships**

The Athlete Development Manager will maintain and foster effective relationships with the following stakeholders:

- Athletes
- Coaches
- CRNZ CEO and staff
- HPSNZ
- NZ kayaking clubs and club coaches
- Other NSOs

**Overarching duties**

- *Program* – Build a program that develops world-class kayakers according to CRNZ performance principles;
- *Athletes* – Identify and/or recruit athletes, and support them to achieve their (and CRNZ’s) performance goals;
- *Coaching* – Develop kayaking coaches in NZ by executing the CRNZ coaching strategy; and
- *Environment* – Help create an environment that helps athletes work towards world-class performance.

**Specific Responsibilities**

The Athlete Development Manager will have the following key responsibilities:

Program

- Provide relevant and accurate information to development-level athletes and coaches on what it takes to become a champion kayaker, and ensure these performance principles are understood and applied;
- Work with CRNZ Operations Manager to implement and maintain the CRNZ performance database;
- Run training camps for athletes and coaches to train key skills; and
- Create and implement competition strategy for the development program.

Athletes

- Develop IPPs for all athletes in the development program (based on CRNZ performance principles) and monitor athletes’ progress against plans;
  - Ensure that athletes have appropriate support based on their performance and trajectory:
    - Implement selection systems to place athletes into appropriate squads;
    - Recommend athletes for HPSNZ support, including carding, scholarships and PEGs (Operations Manager to manage contact with HPSNZ); and
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- Implement recruiting programs (including talent ID and talent transfer) to bring athletes into kayaking.

#### Coaching

- Execute the CRNZ coaching strategy at the development level;
- Organise and run coach education programs.

#### Environment

- Identify key elements of a daily training environment that will help athletes in the development program to succeed. Develop and execute strategies to provide this environment;
  - Determine appropriate time for athletes to move from clubs to centralised environment, balancing the needs of athletes and of clubs;
  - Ensure that coaches are educated re key environmental factors.

#### Communication

- Report regularly to CEO and key personnel on progress, and areas of weakness/opportunity in the program, and make recommendations on how to improve.

#### Health and Safety

- Behave in a way that supports and encourages excellent health and safety management practices. Is aware of and abides by all CRNZ and other relevant health and safety requirements, policies and procedures.

### **Person Specification**

#### Experience/Skills:

##### *Required*

- Experience either as an International athlete, HP coach, support services provider or HP Manager;
- Experience in successfully leading and implementing strategies for NSO HP athlete development programmes;
- Demonstrated record in identifying and developing strong relationships, demonstrating leadership, and the ability to relate to people at all levels;
- Demonstrated record of working effectively as a leader;
- Verbal and written communication skills;
- Experience managing individual and group dynamics including young athletes, parents, coaches, peers, staff and volunteers;
- Strong analytical and problem-solving skills.

##### *Desirable*

- Significant experience in Olympic and/or World Championship medal-winning campaigns as an international athlete, coach, support services provider or manager;
- Excellent Microsoft Office skills.

#### Knowledge

##### *Required*

- Knowledge of the components and requirements of successful HP athlete development programmes at the system, NSO and athlete level;
- Knowledge of the key components of a HP sport environment and culture;
- Understanding of the specialised operations (e.g. coaching, science, medicine, planning, technology) within high performance sport;
- Good understanding of effective process.

##### *Desirable*

- Knowledge of what it takes to win medals at Olympics and World Championships;
  - Knowledge of the New Zealand HP sport structure and environment;
  - Understanding of international best practice in high performance sport systems.;
  - Knowledge of international best practice in high performance athlete development.
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