



JOB DESCRIPTION



POSITION DESCRIPTION: Rodney Sport Development Officer

PREPARED: January 2019

SUPERIOR POSITIONS: CSI Project Leader
Community Coaching Advisor

TERM: **8 month** contract (May – December 2019)

HOURS: 40 hours per week

RELATIONSHIPS EXTERNAL

Principals, Teachers, Secondary School Sports Departments, Coaches, Parents, Volunteers, Clubs, Regional Sporting Organisation, others.

RELATIONSHIPS INTERNAL

Community Coaching Advisor
Primary School Coordinator
Regional Sports Director

PURPOSE OF THE POSITION

Lead, collaborate and support all schools within the Rodney region of Auckland.
An outline of the Rodney region is on the following page

Work closely alongside targeted school sport coordinators & Teachers in charge of sports (TIC's) to create quality opportunities for participation in sport and physical activity

Create and enhance relationships in the community between secondary schools and clubs/RSO

Support primary & secondary school coaches and link with the Coach Support Initiative (CSI) Team

Regional Outline



Key Tasks

Overall

Lead and support schools to create a positive sport/physical activity participation culture, fostering a growth in participations rates of children aged 5-18

Initiate and develop wider community relationships

Lead and work collaborately with the School, staff member(s), parents and/or volunteers, to deliver quality opportunities for participation in sport and physical activity

Coach Development

Liaise with targeted schools to determine what participation opportunities are needed.

Ensure that the targeted schools' sport policy aligns with the participation philosophy and a values-based, athlete-centred coaching approach

Develop and communicate available resources, tools and good practice templates for the school coaches of all sports

Provide quality assurance on KiwiSport delivery sessions and facilitate support where required

Systems, Processes and Reporting

Encourage and support schools to identify and implement good practice in the areas of participation, coach development/retention and communication when required

Collect data from sessions for KiwiSport and Harbour Sport reports

Ensure all relevant reports are current and up-to-date

Take photos of deliveries to be used as evidence/reporting and complete video case studies.

Harbour Sport

To meet with the Community Coaching Advisor & CSI Project Lead as required

To report regularly to the CSI Project Leader for input into the Harbour Sport Board, Council and Sport New Zealand reports

Attend monthly meetings and termly upskilling (when required)

Qualifications:

- A tertiary qualification in Sport, Coaching, Sports Management, Physical Education or related field would be beneficial.

Personal Attributes:

- Experience working in the sport recreation/education and coaching sector
- A knowledge of the Fundamental Movement Skills
- Understanding of holistic and long term athlete development theory and practice development
- Understanding of national/international philosophy on athlete centred coaching
- Sees challenges as opportunities to improve and overcome
- Understanding of child and adult learning needs
- Is a self-starter with a 'get up and go' attitude
- Team player
- Leadership experience
- Ability to coach, instruct and develop relationships with organisations

- Relishes learning and improving in their role
- Understanding of and empathy with people of different ages and cultures
- Highly developed organisational skills
- Confidence in public speaking.
- Excellent oral & written communication skills
- Excellent facilitation skills
- The ability to think on your feet and respond to all questions or challenges you may encounter