

JOB DESCRIPTION

POSITION DESCRIPTION:	Pacific Community Activator
LOCATION:	Sports House Stadium Drive, Albany
PREPARED:	November 2022
SUPERIOR POSITIONS:	General Manager Pacific Community Manager Pacific Community Coordinator
TERM:	Permanent, Fulltime

RELATIONSHIPS EXTERNAL

Ministry of Health (MOH)
Waitemata District Health Board (WDHB)
Auckland Council and Local Boards
Doctors, Practice Nurses and other health professionals
Public Health Nurses
Primary Health Organisations – Procure & Comprehensive Care PHO
Health Agencies
Community Leisure Centres and facilities
Community groups
Pacific Island & Maori community: churches, marae and community groups
Pacific Health Providers- The Fono
Maori Health providers-Te Whanau o Waipareira Trust
Schools
Kohanga and Kura Kaupapa
Retirement Villages
Gyms and Fitness Centres
Sport New Zealand
Aktive
Regional Sports Organisations / Clubs

RELATIONSHIPS INTERNAL

Harbour Sport Staff
Harbour Sport Board of Trustees
Volunteers

PRIMARY PURPOSES OF THE POSITION

- Your task in Harbour Sport is to 'own' your role. You are the leader of your own business unit. You are responsible to market and promote your work, to develop and innovate, to ensure all work is done to the Harbour Sport standard, to carry out research and apply best practice, to be accountable for your progress and to evaluate all work and complete to the highest standard. Harbour Sport values continuous improvement and expects a commitment from 'good to great'.
- The primary purpose of this position is to help lead and deliver our Equip'd & Nga Tamatoa High School programme for our young Pacific men and women in the Intermediate and High Schools. This programme uses physical activity to promote active/healthier living and also has a mentoring component.
- The secondary purpose of this position is to help lead and co-ordinate, empower our community in the PLAY space.
- Lastly you will help the Pacific Community Co-ordinator lead, co-ordinate and deliver our Sports Pasifik programs and contribute to writing reports and case studies for funders and key partners.

Key Tasks

Equip'd & Nga Tamatoa Intermediate and High School Programme

- Know key events happening in the community that may be useful for our young Pacific people.
- Plan and deliver sessions catering it to the needs of the Individual Schools and their students.
- Mentoring key leaders within the Equip'd & Nga Tamatoa programme.

Play Space

- Attend National and regional hui's on play.
- Work with Harbour Sport Healthy Active Learning Advisors to engage the North Harbour Region schools on play.
- Work with the Harbour Sport Tu Manawa funding lead to identify play initiatives in the North Harbour region.
- Collaborate with other play leads in the North Harbour region and connect with play champions to enhance play in the North Harbour region.

Support in planning and implementing SportSPasifik programmes

- This includes being a liaison with Pacific Community organisations, groups and churches, ensuring regular communication and promotion of Harbour Sport programmes.
- Provide cultural advice to Harbour Sport regarding Pacific Island community.
- Support program coordinators to lead, promote and implement their programmes (Polysports, Niumovement, Niu Ways, Train the trainer and Pacific Led Projects).

• PERSON SPECIFICATIONS

• QUALIFICATIONS

- Tertiary qualification in Sport, Recreation, Health, Coaching, Community or related
- Current first aid certificate

EXPERIENCE

- Working with youth and young men and women either in a mentor capacity or another capacity
- Promoting healthy lifestyles, sport, recreation in either the health, sport or recreation sector
- Delivery of group physical activity sessions and/or sport sessions
- Principles of healthy eating and nutrition training

COMMUNICATION

- Excellent oral and written communication skills, inclusive of presentation to variety of diverse audiences when needed.
- Computer literate and systems orientated (Word, Excel, Internet, Database)

OTHER

- An ability to build rapport quickly over the phone or face to face
- Ability to motivate people and work well with young people
- Understanding of differing cultures and needs in relation to sport and recreation
- Ability to work flexible hours (including evenings and some weekends)
- Awareness of Sport and Recreation providers, Health Agencies and their services in the region as well as community organisations
- Commitment to ongoing training and professional development
- Time Management skills
- Adaptable and responsive to changing/evolving project
- Experience/understanding of Project Management principles
- Speak at least one or more Pacific Island language
- Knows how to have fun