

POSITION DESCRIPTION

OUR VISION

A hoop in the heart of every community

OUR PURPOSE

Bring Basketball to all

ROLE

Women and Girls Lead - South

TITLE OF POSITION	Women and Girls Lead - South
REPORTS TO	Participation and Wellbeing Lead, BBNZ
RESPONSIBLE TO	CEO, BBNZ
TEAM	BBNZ Community
LOCATION	South Island main centre
ROLE TYPE	Fixed term – 24 months
DATE CREATED	March 2023

PURPOSE OF THE ROLE

The purpose of this role is to lead and support the development of participation and leadership initiatives for women and girls across the South Island region (BBNZ Mainland and Southern zones).

The focus of the role is to support Associations and other partners to build capacity and capability to plan, develop, implement and improve projects and initiatives that increase and improve opportunities for women and girls in basketball.

The role will also support and contribute to the development of national women and girls strategies, frameworks, programmes, and services.

The role will work closely with member Associations and the BBNZ Community Team and other staff to identify, plan and implement regional development projects – in alignment with national strategies, programmes and services.

WORKING RELATIONSHIPS

Internal contacts	BBNZ Community Basketball staff, wider BBNZ team
External contacts	Member Associations, Regional Sports Trusts, BBNZ Associate members, community providers, service providers, schools, education partners, other sports, other stakeholders
Geographic region	Mainland and Southern Zones – all South Island
Direct Reports	No
Contractor management	Yes
Budget management	Yes (within annual budget and financial policy)

KEY RESPONSIBILITIES

- 1. Lead and support Associations and other partners to build capacity and capability to plan, develop, implement and improve projects and initiatives that increase and improve opportunities for women and girls in basketball;**
 - a) Partner with targeted Associations to create and deliver a support plan that helps build Association capability and capacity in participation and leadership development opportunities for women and girls.
 - b) Advocate to, influence, support and challenge Associations to think differently about how to sustainably grow the game for women and girls in their communities.
 - c) Support the implementation and development of local and regional delivery networks for women and girls.
- 2. Support and contribute to the development of national women and girls strategies, frameworks, programmes, and services;**
 - a) Contribute to the development and implementation of BBNZ women and girls' strategies and related national and regional programmes and services.
 - b) Work in partnership with member Associations and the BBNZ Community team to identify common issues and opportunities to inform development priorities.
 - c) Identify, celebrate, and share examples of good practice and positive impact across the basketball system.
- 3. Support and encourage regional collaboration;**
 - a) Lead and support collaboration-focused regional community projects across multiple associations with the goal of embedding sustainable systems, structures, and change.
 - b) Develop and maintain strong positive relationships with member Associations and key stakeholders.
 - c) Ensure member Associations are fully informed of BBNZ programmes, resources, services and support.
- 4. Contribute as an active member of the BBNZ team;**
 - a) Contribute to BBNZ and the Community Team priorities including planning and supporting the implementation of key projects.
 - b) Work in a safe manner at all times ensuring knowledge of health and safety policies and procedures is current. Report accidents and/or incidents immediately.
 - c) Follow BBNZ and relevant Association policies and procedures (existing and new).
 - d) Other tasks as requested by the People Development Lead and/or GM Community Basketball.

DESIRED EXPERIENCE AND CAPABILITIES

- A relevant qualification, or equivalent significant experience in community sport development, change management, and building organisational capability.
- Proven leadership and project management experience and success.
- Passionate about improving participation and leadership opportunities for women and girls in sport.
- Strong interpersonal skills with the ability to build relationships with organisation leaders, staff and volunteers at all levels.
- Ability to think strategically, determine priorities and provide practical support and action.
- Outstanding customer focus and a commitment to quality.
- A flexible, positive attitude to operate in a dynamic work environment.
- An ability to work independently and take leadership to deliver key projects on plan.
- Technology literacy to lead and support needs of BBNZ and partner organisations.
- Flexibility to travel to BBNZ team events and regular Association visits; and to work extended hours at times.