



Swimming New Zealand Youth & Development Manager/Coach

Swimming New Zealand is looking to appoint a Manager for its Youth and Development programme

The position involves:

- Contributing to the development of the strategies for the Swimming New Zealand High Performance Strategic Plan and Annual Review
- Developing a process to identify and monitor athletes who possess the attributes to represent NZ and win at major events
- Providing direction and leadership to the domestic and overseas activities of national youth and development teams, training camps and talent identification programmes etc

The ideal candidate will have a minimum of at least 10 years experience in coaching swimming and preferably some international experience. They need to show evidence of successfully and positively working with diverse stakeholders and/or customers. They also need a good knowledge of MS Office systems, strong time management and organisational skills and an ability to work as part of a team.

For further information and Job Description contact:

Rebecca Turner
Swimming New Zealand
rebecca@swimmingnz.org.nz

To apply, please submit an application letter and CV with references to:

Jan Cameron
Swimming New Zealand
Private Bag 302145
Auckland
Email: Jan@swimmingnz.org.nz

Applications to be received by Friday 13th August 2010



Position	SNZ Youth & Development Coach / Manager
Business Unit	Performance and Pathways
Position Reports to	General Manager, Performance and Pathways
Employment Status	Fixed Term Contract – 2 years
Salary	Negotiable and commensurate with experience
Date Approved	

SNZ MISSION STATEMENT HIGH PERFORMANCE

To promote and provide an environment of professionalism that will optimise athletic and career development in the sport of swimming. To develop and assist swimmers and coaches in achieving their highest dreams.

PRIMARY JOB PURPOSE

The Youth and Development Coach under the leadership of the National Head Coach (NHC) must create and implement programs for the development of swimmers between 13 and 22 years of age. This position is a key role for Swimming NZ in developing a strong and talented pipeline of athletes capable of representing New Zealand and who can win on the world stage. The position has the expectation of moving SNZ towards a position of providing swimmers who are internationally ranked every year.

DIMENSIONS

No of Employees Reporting	TBA
Expenditure – signature authority	Within approved Operations Business Plan: (tbc)



KEY RELATIONSHIPS		
<p>1. Internal</p> <ul style="list-style-type: none"> a) National Head coach b) General Manager High Performance c) Open Water Lead d) Media Manager e) National Performance Coordinator f) National team Staff and Athletes g) National Selectors h) Coaching Development Manager <p>2. External</p> <ul style="list-style-type: none"> a) Performance Coaches b) Performance Athletes c) HPAD Unit SPARC d) NZAS 		
KEY RESULT AREA	ACCOUNTABILITIES	KEY PERFORMANCE INDICATORS
High Performance Strategic Plan	<ul style="list-style-type: none"> • Within the context of the SNZ vision, contribute to the development and implementation of a four, and eight year + strategic plan which includes: <ul style="list-style-type: none"> i. Strategies to produce a pipeline of youth athletes ongoing, capable of becoming international elite swimmers; ii. Strategies to ensure National Youth Team swimmers are supported towards the targets of improving performance yearly; iii. Strategies to support and further develop coaches of swimmers identified in (i) and (ii) iv. Strategies to fully integrate the sports science and sports medicine programs within the training environments of National Youth Team swimmers and coaches; v. Conduct an annual review of the National Youth competition and camps program to ensure the ongoing strategic relevance of the activities for future growth. 	<ul style="list-style-type: none"> • Contributed to the development of the strategies for the HP strategic Plan and the annual review..



KEY RESULT AREA	ACCOUNTABILITIES	KEY PERFORMANCE INDICATORS
HPAD (High Performance Athlete Development)	<ul style="list-style-type: none"> • Develop a process to identify and monitor athletes who possess the attributes to represent NZ and win at major events; • Conduct regular visits to the home programs of coaches who have these identified swimmers; • In collaboration with the Performance Science Manager, develop professional relationships with sport science and the NZAS network and utilise these services in the activities of the national youth program. • Identify and assist in the training of new support staff who would be of value to the SNZ high performance program; • Provide constructive feedback to NZ Youth and development swimmers and coaches on their performances at relevant competitions. 	<ul style="list-style-type: none"> • A clear process of talent identification mapped out and displayed on the SNZ website; • Each program containing a national youth team athlete visited twice annually; • A Support Service Plan developed for youth team swimmers; • Comprehensive evaluation reports for athletes and coaches identifying areas of strength and areas for further development along with suggestions for home program variations.
Consistent National Approach	<ul style="list-style-type: none"> • Meet regularly with National Head Coach (NHC) to ensure that a consistent and coordinated approach is created for the development of swimmers and coaches involved in the national program; • Be available to present at the NZSCAT conference and regional seminars on the program. 	<ul style="list-style-type: none"> • Regional and national coaching conference needs met
National Youth Team Activities	<ul style="list-style-type: none"> • Provide direction and leadership to the domestic and overseas activities of national youth and development teams, training camps, competitions etc. and talent identification programs; • Identify personnel who exhibit the characteristics required for effective team management and create the opportunities for their involvement and training in the team activities of the national youth program; • Attend all SNZ national competitions; • Attend as many regional championships, both age and open as practicable to ensure ongoing awareness of trends and maintain relationships. 	<ul style="list-style-type: none"> • Act as Head coach of all national Youth Team activities; • Develop database of potential management personnel who could support youth team activities; • National and regional events attended as agreed with NHC.
Management	<ul style="list-style-type: none"> • Cooperate with the GM P&P in relation to budgeting , logistical and funding aspects which affect the functioning of the national youth program; • Communicate frequently with the National performance coordinator in regard to planning, organisation, and tracking and monitoring aspects of the national youth program activities; • Work in accordance with SNZ policies and procedures. 	<ul style="list-style-type: none"> • Satisfaction of the GM in the cooperation received from NHC; • Ensure all financial policies and procedures adhered to.



KEY RESULT AREA	ACCOUNTABILITIES	KEY PERFORMANCE INDICATORS
Liase	<ul style="list-style-type: none"> Constructively contribute to the internal and external stakeholders in regard to Youth program and its effectiveness. HP Committee, Media Manager, NZ Selectors, and Coaching Development Manager. 	<ul style="list-style-type: none"> Satisfaction of GM with these contributions.

PERSON SPECIFICATION
<ul style="list-style-type: none"> At least 10 years experience in coaching swimming and Preferably some international experience. Experience in managing budgets Evidence of successfully and positively working with diverse stakeholders and/or customers Knowledge Thorough knowledge of MS Word and Excel software packages Very good communication skills Strong time management and organisational skills An ability to work as part of a team Superior PC skills Full driver's licence. Must be prepared to travel and operate on a flexible timetable. Evidence of self motivation and enthusiasm. Ability to work independently and unsupervised.