

Role Specification

U18 North & South Team Managers

Reports to	High Performance Coordinator
Key Relationships	<ul style="list-style-type: none"> - U18 coaching team - Coach Development Manager
Time commitment	<ul style="list-style-type: none"> - Planning and event preparation prior to the event (5th-10th April, 2020) as required. - Trial, camp and regatta: 10th-17th April, 2020)
Location	<ul style="list-style-type: none"> - South Island trials in Twizel - North Island trials in Karapiro - Training and racing at Lake Karapiro - Accommodation St Peters Cambridge – both teams

Primary Role Purpose

The primary purpose of this role is to co-ordinate the North or South Island U18 trial, camp and regatta.

The U18 team is an athletes’ first exposure to the RNZ system and environment. As manager it is important to:

- Have a good understanding of the RNZ athlete pathway and communicate the next steps to your athletes
- Demonstrate and reinforce New Zealand Rowing Team culture and values both on and off the water
- Work cooperatively with the wider U18 team

Key Responsibilities

Logistical and organisational support

- Liaise with High Performance Coordinator regarding accommodation, catering and transport bookings
- Arrange the rental of equipment including boats, oars and coaching boats from clubs/schools
- Co-ordinate the selectors at North/South Island Secondary School and Maadi Cup regattas in addition to trials
- Co-ordinate and support coaches during training camp and regatta
- Liaise with High Performance Coordinator regarding regatta information
- General management of athlete welfare throughout the campaign

Communication

	<ul style="list-style-type: none">• Regular communication with parents regarding trial, camp and regatta information
Finance	<ul style="list-style-type: none">• Liaise with Rowing NZ accountant regarding invoicing and payments

Skills and Experience

- Relationship management skills – strong interpersonal skills to develop and manage relationships
- Communication skills – excellent verbal and written communication skills
- Work Ethic – a self-starter who has a strong work ethic and the ability to work alone or within a team environment.
- Positive ‘Can Do’ attitude - be proactive and the ability to manage demanding situations with a positive disposition and a practical, strategic approach.