



JOB TITLE:	National Coaching Education Manager
ORGANISATION:	New Zealand Rugby League
LOCATION:	NZRL House, Penrose, Auckland, New Zealand
REPORTING TO:	General Manager High Performance

ABOUT NEW ZEALAND RUGBY LEAGUE:

Rugby league has played a significant part in New Zealand sport for over 100 years. Formed in 1910, New Zealand Rugby League (NZRL) is the governing body for the sport of rugby league in New Zealand.

NZRL is divided into seven zones that service the grassroots needs of the game. These zones compete in the National Premiership/Championship, as well as women's, youth and schools competitions. NZRL manages the Kiwis and Kiwi Ferns who play regular international fixtures and compete in the Rugby League World Cup every four years.

Through its "More Than A Game" philosophy, NZRL aspires to transform lives and community wellbeing through Rugby League.

Underpinning this philosophy is The Kiwi Way. We are diverse, we call New Zealand home and therefore we are all Kiwis, We live and play The Kiwi Way –all day/every day.

- We are inclusive, respectful and humble.
- We are responsible
- We are innovative and courageous
- We are family first

OUR GOALS

- Rugby League enjoyed by more people
- A Financially Sustainable NZ Game
- Women's Game and Opportunities for Women in the Game Thriving
- Kiwis and Kiwi Ferns Inspirational & Aspirational
- NZRL to be a model modern sports organization

KEY RELATIONSHIPS

- Work with NZRL personnel on any initiatives that improve the practices of the NZRL High Performance and Football Departments as well as enhance NZRL's relationships with key stakeholders.
- Develop and maintain relationships with key external providers to accreditation programmes.
- Develop and maintain relationships with education personnel from other codes and countries to ensure NZRL is benchmarked against best practice models.
- Liaise with Zone and District Rugby League personnel to develop performance management plans and reporting procedures to monitor achievement of goals and objectives identified in the national coaching strategy.
- Assist the NZRL Executive and Board with other tasks/projects as and when reasonably required, in consultation with the GM of High Performance.



POSITION PURPOSE

The National Coach Education Manager is responsible for the overall implementation of the NZRL coaching plan and working with coaching and development staff within Zones/Districts to deliver the plan.

KEY RESPONSIBILITIES

1. Delivery of NZRL Coaching Strategy

- Research to identify best practice coaching models.
- Review, refine and implement NZRL's coaching strategy in conjunction with relevant NZRL personnel.
- Monitor achievement of NZRL coaching objectives and outcomes identified in the NZRL strategic and High Performance plans.
- Monitor regional delivery of NZRL coaching strategy including performance management of regional coaching & development personnel in line with national objectives.
- Manage the training and development of the coach educator network nationally

2. Implement NZRL Coach Accreditation Scheme

- Responsible for the overall development and implementation of the NZRL coach development programmes in line with the NZRL Football Calendar
- Continually review and evaluate existing programmes and conduct research and benchmarking to identify best practice in the area of coaching and game development.
- Implement sustainable best practice processes with the objective of increasing overall quality of rugby league coaching.
- Liaise with relevant NZRL personnel to ensure all coaching programmes are fully integrated with High Performance, Football, Commercial and Brand strategies
- Continuously work with appropriate Zone/District personnel to inform and maintain national alignment and consistency across all NZRL High Performance, Football and coaching programmes.
- Continuous and in depth communication across all Zones and districts to maintain a clear overview of our coaching and development programmes and to remain 'in touch' with our communities.
- Assist NZRL Executive and Board with other tasks/projects as and when reasonably required, in consultation with the GM of High Performance.

3. Resource Development

- Develop literature/resources to support NZRL coach accreditation programmes.
- Develop in consultation with the GM of High Performance a Core Competency Technical, Tactical and Mental Skills Matrix.
- Develop and produce literature/resources to enhance and support coaching recruitment and retention programmes.
- Disseminate information relevant to education and assessment processes in a timely and accurate manner.
- Utilise the NZRL web site to improve accessibility of resources and to enhance education and assessment programmes where appropriate.



PLANNING AND REPORTING

- Weekly work in progress meetings with relevant NZRL staff as per NZRL's management process.
- Written monthly reports including Key Performance Indicators established with the GM of High Performance.
- Provide progression plans for the GM of High Performance of coaching candidates capable of developing into the national programme.
- Participation in various communications, including NZRL's monthly Newsletter.

OBJECTIVES - KEY PERFORMANCE INDICATORS

Each year NZRL will set various objectives and key performance indicators (KPI's) in line with its Strategic Plan and High Performance Strategic Plan. In order to ensure continued focus on these objectives and KPI's the following will be carried out:

- Fortnightly WIP meetings.
- Quarterly reporting against KPIs.
- Annual performance reviews with respect to on-going progress against objectives and KPI's.
- Successfully submitting accurate and detailed summary reports to all appropriate parties before report deadlines

DESIRED SKILLS AND EXPERIENCE

- Previous rugby league coaching experience in a national or professional environment is desirable but not essential.
- Demonstrated ability to successfully lead, communicate and develop people and apply knowledge and skill in a range of areas.
- Proven experience in identifying coaching capability gaps and developing development plans to address.
- Sound skills in Microsoft Office products: Word, PowerPoint and Excel.
- Demonstrated ability to deliver instructional presentation.
- Excellent communication skills both verbal and written as well as strong organisation skills and the ability to multitask.
- Sound interpersonal and people management skills, including ability to interact with people at all levels from the community game through to HP.

KNOWLEDGE AND QUALIFICATIONS

- Full NZ Drivers License.