

PERFORMANCE LEADER POSITION DESCRIPTION

Appointed by:	Orienteering New Zealand Board
Working with:	High Performance Steering Committee
Reporting to:	General Manager
Contract type:	This role is for an independent contractor, who will be responsible for their own tax, ACC, holiday, and sick pay. The reason for the position being an independent contractor is because it is a part time role, with significant flexibility. We see this being suited to someone who is already employed or contracted in other work, where this would be a part time role to complement other main income.
Term & hours:	We expect the role to be contracted for approximately 5hrs a week, with hours to fluctuate as required to meet agreed work demands.
Remuneration:	Up to \$10,000 per annum (approximately \$286 hours at \$35/hr)

Background

Following the retirement of the previous Performance Leader, ONZ established a working group to determine the structure of High-Performance Staffing going forward. Their findings were adopted by the Board at their June 2024 meeting and define the Performance Leader Position.

Our vision for Orienteering in New Zealand is “To enrich lives through the fun, adventure, challenge, achievement, and community that orienteering provides”. Whilst arguably still a niche sport, orienteering has continued to grow over many years, with increased success and visibility on the world stage. The Performance Leader position is fundamental to ONZ’s role ensuring that our elite and pre-elite athletes are supported in their endeavours.

Key competencies/personal qualities:

Applicants for this position must have experience and understanding in orienteering as well as elite development and performance within the sport.

The position is suited to someone familiar with orienteering that has an understanding of elite development and performance. To achieve the expected outcomes, we envisage the successful candidate would have the following qualities:

- Knowledge of elite and pre-elite development
- An understanding of orienteering
- Clear and effective communication

- An ability to work collaboratively key stakeholders including (but not limited to): the General Manager, the High-Performance Steering Committee, ONZ staff and volunteers, athletes and clubs
- IT/Digital savvy – comfortable with making website changes
- Ability to set and meet deadlines and remain task focused
- A passion to make a positive difference to the sport
- The ability to organise and plan, manage volunteers, and work to deadlines

Key expected outcomes:

Tasks to be directly undertaken by the Performance Leader

Re-development/Updating of High Performance 5-year plan

Lead the production and updating of the ONZ HP Plan. This will include working alongside the High-Performance Steering Committee, ONZ Board, and within parameters set by HPSNZ. This plan will set the direction for HP within ONZ for the next 5 years. This will need to be completed to be signed off by ONZ's Board on 25 September 2024 and updated every 4 years.

Communications

Work with the ONZ Coms and PR Officer to provide regular communication through appropriate channels including social media, website and newsletters. In the past this has included HP news posts shared on both the website and Compass Point. Maintain communication with all key stakeholders including ONZ's General Manager, Training Officer, Regional Development Officers, athletes and clubs

Liaison with High Performance Sport New Zealand (HPSNZ)

Maintains and strengthens links with HPSNZ that have developed significantly over the last 2 years. This includes but is not limited to advocating for athlete opportunities like Targeted Athlete Performance Funding, inclusion of athletes in regional development centres, help and assistance and selection decisions around Prime Minister's Scholarships.

Liaison with Sport Integrity Commission (organisation that Drug Free Sport New Zealand has been incorporated into)

Engage with the Sport Integrity Commission to provide up-to-date lists of our top athletes, arrange education around the area of drugs in sport for elite and pre-elite athletes.

Selection notices and trials

Work with convenor of selectors to ensure that selection notices and notification of trials are communicated in an appropriate time frame for WOC, JWOC, WUOC, World Cup rounds, Test Matches, and EYOC.

New Zealand arrangements for major events

Ensure that deadlines for IOF major events (WOC, JWOC, World Cup, EYOC) deadlines for entries are met and that relevant information is put into Eventor. This includes athlete and official numbers, payment of entry fees. This also extends to working with UTSNZ around the World University Orienteering Championships.

World Ranking Events (WREs)

Work with clubs hosting major events to promote WREs. WREs need to be applied to IOF for by the end of September for the next year. An appropriate SEA for each event will need to be engaged to ensure that the organizing club understands key requirements. Results for WREs must be posted on Eventor and results submitted within 24 hours of the event finishing.

Misc

Undertaking various other duties including occasional liaison with IOF and OA, maintaining communication with the athletes organising or supporting various training sessions when asked, and engage with the Board and General Manager for annual business planning and updates.

The following items can be delegated to appropriate ONZ and club volunteers as appropriate with the overall responsibility for the work remaining with the Performance Leader.

Training Camps

Organise and coordinate suitable training camps for elites and junior elites, ideally in advance of the European season from May-October. Ensure that the U23 HP Camp is organised and run each year including input from HPSNZ (annually) and SFSNZ (bi-annually) for December.

National O League

Select suitable events from the programme to constitute the NOL for each year. Liaise with organizing clubs to ensure that appropriate courses are planned. Establish and maintain a points table.

National Sprint League

Select suitable events from the programme to constitute the NSL for each year. Often there are not enough suitable events and it is necessary for extra ones to be arranged and planned. These should ideally include all forms of sprint orienteering. Establish and maintain a points table.

Athlete progress and performance

Maintaining a database of results, both international and major national, for top elites, junior elites and pre-elites. The current database monitors 75 athletes.

Need more information?



203 Onewa Road, Birkenhead
Auckland 0626
Tel +64 27 714 0915
gm@orienteering.org.nz
www.orienteering.org.nz

Email or call Christo Peters, General Manager on 027 714 0915 or gm@orienteering.org.nz

How do I apply?

We would welcome hearing from people who have an interest and passion in this area, who understands orienteering. If you are interested get in touch, and/or send your CV and a brief covering letter to gm@orienteering.org.nz

Applications close Monday 26 August at 5pm