

SPORT BAY OF PLENTY

JOB DESCRIPTION

JOB TITLE

Women and Girls Lead

PURPOSE

This role exists to provide leadership to the sector and to influence the quality & accessibility of physical activity offerings for women and girls. This role will have a particular focus on providing leadership to help key stakeholders understand & effectively respond to the changing needs, motivations, and barriers to participation that young women (aged 12-24) and girls face in the sport development setting.

SPECIFIC DUTIES & RESPONSIBILITIES

- The position is responsible for engaging across the sport development sector to advocate for quality experiences for all women and girls.
- This position will be required to work across Sport Bay of Plenty's functional divisions to influence positive system change that causes a shift towards greater uptake of physical activity and sustained physical activity levels for women and girls through the primary medium of sport.
- This position is responsible for providing expertise on female participation and developing strategies to counteract the steep drop off in participation that girls experience throughout the teenage years within organized sport.

Values

- Work towards and uphold Sport BOP values at all times
- Aratakitanga - We conduct, lead and guide to make a lasting impact
- Manaakitanga – We uphold and enhance the mana of those we work with
- Mahi Tahi - We are an inclusive and collaborative team. Meet the Sport Bay of Plenty Team

Enhancing the Sporting System.

- Working with organisations to advise and support the development of competition structures and pathways that are participant-centered for women and girls.
- Advising and supporting collaborative opportunities within the regional network of female development officers that support retention and variety of participation in youth sport.
- Work closely with internal and external partners to deliver a series of generic opportunities to enhance knowledge and understanding of females and female participation in sport.

Youth Sport Development

- Working with key stakeholders in the youth development space and support initiatives that enhance opportunities for young women and girls to participate.
- Support the outcomes of Regional Sports Director Investment to enhance opportunities for young women and girls in the secondary school sport space.
- Develop a broad understanding of Voice of Rangatahi data and census information as it relates to females across the Bay of Plenty region.
- Supporting our Education Team to ensure rangatahi have a voice and input into the design and delivery of physical activity opportunities and support the capability of delivery partners to provide offerings that meets the needs of rangatahi.

Leadership and Capability

- Development and lead a regional strategy for women and girls.
- Support the sector to understand and improve capability of key stakeholders to meet the needs of women and girls, leading to increased female retention and participation.
- Encourage collaboration and connectivity amongst the wider Bay of Plenty & sub-regional partner network to promote shared approaches for greater impact for women and girls.

- Build strong relationships with internal Sport Bay of Plenty staff to enable effective cross-team projects that improve outcomes for women and girls.

Tū Manawa Active Aotearoa

- Lead the decision-making process of Tu Manawa Active Aotearoa as it relates to the physical activity landscape for women and girls.

General

- Help out wherever needed to support achievement of Sport BOP's vision and objectives.
- Provide accurate and timely data and reports to satisfy the needs of all relevant stakeholders.
- Show commitment to the principles of Te Tiriti o Waitangi.
- Show a willingness to embrace Te Ao Māori and develop Cultural Competency to align with our Sport BOP Māori Strategy.
- Take care to ensure the health and safety of self and others, and comply with Sport BOP's health and safety processes and policies.

GENERAL DUTIES & RESPONSIBILITIES

- Be punctual and work the hours and times specified.
- Prioritize workload to ensure work of the greatest importance to the business is undertaken with urgency and to a high standard.
- Support and help develop a positive workplace culture.
- Demonstrate excellent interpersonal communication skills.
- Responsibly manage all business resources within accountability levels.
- Undertake all duties and responsibilities outlined in this job description and all other duties as required by the business.
- Comply with all employment obligations.
- Promptly undertake to complete all reasonable and lawful instructions and directions given.
- Serve the business in good faith, promoting and protecting the business's best interests.
- During work time, and such other times as may be reasonably required, dedicate all effort to the execution and fulfillment of the duties, responsibilities, obligations, and instructions related to employment.
- Demonstrate through own actions a commitment to Health and Safety at work when undertaking work or observing others in the workplace.

SKILLS, EXPERIENCE & EDUCATION

Essential

- Degree or Diploma in Sport Management and / or change management
- Proven ability to influence key stakeholders to achieve positive change
- Ability to think strategically and creatively
- Project management experience
- Relationship management experience
- Strong planning and presentation skills and proven track record of operating with professionalism
- Love of sport, recreation and understanding of the benefits of physical activity

Preferred

- Being a champion for Women's and Girls inclusion in Sport
- Strong understanding of Sport New Zealand's 3 approaches & Balance is Better
- Planning skills
- Facilitation skills
- Strong recognition of the importance of building team culture
- Excellent knowledge of Microsoft Office software