

POSITION DESCRIPTION

August 13, 2019

Position Title:	Tennis New Zealand Development Coach - Wellington		
Work Area:	Performance and High Performance Tennis	Reports to:	High Performance Director Tennis New Zealand
Primary Location/s:	Wellington		
Employment Status:	Part-time (20 hours per week)		

Primary Purpose of Position
<p>The development coach is responsible for supporting and assisting the High Performance Director/National Coach in delivering a high performance tennis program to selected athletes. This program will be assessed against the ability to improve individual athlete performance through a specific, targeted approach. The development coach will also positively impact athlete and coach development within the Wellington area through highly developed and consistent relationship-building skills and strong communication with all stakeholders.</p>

KPI's
<ul style="list-style-type: none"> • The delivery of a world-class high performance program that improves individual athlete performance and contributes strongly to increased numbers of athletes reaching Tennis NZ athlete development criteria benchmarks • Drive and uphold national standards and expectations aligned to world's best practice • Deliver highly focused efforts to incorporate planning, review and stakeholder communication to best enable athlete performance to thrive as a result of a collaborative, united approach.

Responsibilities & Measures	
Key Accountabilities	Critical Factors
<p>Deliver the standards and behaviours aligned to a world-class tennis program</p>	<ul style="list-style-type: none"> • In conjunction with the HP director/National Coach, support the selection of the athletes to be included in the performance programme • Positively collaborate on an IPP process and manage individual player development based on this information, • Provide an effective performance environment capable of developing HP athletes including where required, assembling a performance team for each athlete; S&C, coaching, management and athlete performance support. • Work closely with all Regional private coaches to deliver the specificity, accountability and direction required to individual athletes within Wellington. • Presence and leadership as required at all Wellington-based coach forums and workshops. • Provide individual coaching where required to selected athletes • Contribute to the preparation of a suitably tailored individual tournament schedule for each athlete within the Regional programme

	<ul style="list-style-type: none"> • Assist the regular review of the performance programme • Lead Regional and/or National training camps and camp themes and deliver coaching and/or support as required • Provide guidance/feedback on athlete development criteria • Be available to participate in national selection processes where required and provide guidance on best practice/transparency in this domain. • Ensure staff deliver consistent messaging that is reflective of the priorities of the program and the athletes
Coach Development and Succession	<ul style="list-style-type: none"> • Provide leadership for developing performance coaches in line with Tennis New Zealand's Performance Coach development guidelines • Speak/present at national workshops/courses as required • Alongside the HPD/Tennis New Zealand National Coach and Coach Development Manager, support and facilitate the development of performance-minded coaches across the region. • Engagement with and openness toward coach developer opportunities in Wellington. • Proactively communicate best practice to National office and disseminate key learnings/standards via coach education platforms
Provide a template for regions/clubs for athlete development	<ul style="list-style-type: none"> • In conjunction with the HP director/National Coach, provide leadership and direction to the regions and clubs around athlete development, to enable an effective and consistent approach across New Zealand. • Build relationships with key stakeholders at regional level to gain insight and ultimately provide specificity around how to maximise athlete performance in these areas. • Build relationships with private coaches to gain more insight into/connect with young talent at an earlier stage of development
Competitions/Tournaments	<ul style="list-style-type: none"> • Provide support to the HP Director to ensure adequate and appropriate Competitions/Tournaments are available to talented players in New Zealand.
General Management	<ul style="list-style-type: none"> • Support the HP team's delivery of the respective strategy and plans • Regularly monitor and report against the HP plans and budget where required • Pre-empt and respond to issues in a proactive and professional manner, keeping the HP Director and other management abreast of crises as appropriate and focusing on best possible resolutions • Support Tennis New Zealand's strategic priorities across the organisation

Key Relationships	
Internal	External
TNZ HP Director TCR CEO TNZ National Coach TNZ Development Coach TCR Board TCR Physical Performance Coach TNZ Physical Performance Coach TCR Private Coaches New Zealand Davis Cup Captain New Zealand Fed Cup Captain TNZ Performance Programme support staff All other TNZ staff	<ul style="list-style-type: none"> • Performance coaches within Wellington • Athletes and their support networks • Regions and Clubs, specifically those involved in high-performance environments. • Private HP coaches/academies throughout New Zealand

Core Competencies, Skills & Qualifications/Experience	
Competency	Descriptors
Specialist Knowledge & Experience	<ul style="list-style-type: none"> • Proven track-record in the implementation of a high-performance tennis program for developmental and elite tennis athletes • Experience coaching tennis at an elite national level and a track-record of proven success • Experience in developing and successfully implementing strategies and plans • Strong relationship management skills and ability to work with a diverse range of stakeholders by sharing relevant information and identifying and dealing with issues effectively • Public speaking and communication experience
Leadership & Strategic Ability	<ul style="list-style-type: none"> • Is widely respected and trusted • Is calm, confident, decisive and objective, especially under pressure • Willingness to be accountable and measured on performance • Can give and receive constructive feedback to enhance performance • Ability to provide innovative, constructive and effective recommendations to the HP Director/National Coach/RPC Wellington. • Skilled at determining important issues, prioritising and multi-tasking
Managing & Motivating People	<ul style="list-style-type: none"> • Communicates clearly and professionally using a variety of channels • Sets challenging but achievable objectives and monitors progress against these • Is highly motivated, consistent, positive, considerate, and professional at all times • Ability to form a strong working relationship with tennis athletes/coaches/stakeholders/parents.
Communication & Interpersonal Skills	<ul style="list-style-type: none"> • Is calm, confident, decisive and objective with experience of making timely, sound decisions especially under pressure • Can communicate strategies, inspire and ensure 'buy in' from a diverse range of stakeholders • Written and oral presentations and communication is clear, concise, effective and persuasive • Strong listening skills and ability to encourage and maintain two-way dialogue on issues • Relates well with, and can motivate diverse groups, volunteers, and supporters with particular skills in working with, and valuing volunteers • Can communicate consistently, openly and honestly in any situation

	<ul style="list-style-type: none"> • Establishes and maintains effective relationships • Is energetic, highly motivated, enthusiastic and considerate • Understands and is able to work in a team environment • Copes well with continual change and tight deadlines
Qualifications	<ul style="list-style-type: none"> • Essential: Engagement with TNZ Coach Development Pathway • Essential: Alignment with TNZ National Programme philosophy (Hot Shots, Tennis Xpress, Cardio Tennis) • Essential: Driver's license, police check, First Aid Level 1 • Preferred: TNZ Club Professional Coaching Qualification (ITF Level 2) • Preferred: TNZ High Performance Coaching Qualification (ITF Level 3)

Other

- Given the demands of this role, and the nature of working in sport, work outside standard working hours will be required in the evening and weekends. In addition, domestic and international travel may well be a core component in the performance of this role.

Please send a cover letter and your CV to admin@tennis.kiwi no later than **5pm on Monday 30 September 2019**.