



## EQUESTRIAN SPORTS NEW ZEALAND

### EVENTING HIGH PERFORMANCE MANGER (NZ) POSITION DESCRIPTION

<b>TITLE OF POSITION</b>	Eventing High Performance Manager (NZ)
<b>TIME COMMITMENT</b>	Depending on skill set the role will be between 0.5 (FTE) and full time equivalent (FTE)
<b>REPORTS TO</b>	ESNZ General Manager of High Performance
<b>KEY SUPPORT</b>	ESNZ General Manager of High Performance ESNZ High Performance Operations Manager HP Administration (NZ)
<b>KEY RELATIONSHIPS:</b>	Eventing High Performance Manager (NZ) NZ based Squad Riders National Selectors HP Selectors Specialist Trainers Equine Health Team

#### PURPOSE OF THIS ROLE

The High Performance Manager (NZ) will lead and manage the ongoing development of the New Zealand based High Performance Programme. This involves co-ordinating the High Performance and Performance camps, coaching/mentoring, liaising with and co-ordinating the High Performance coaches, providers, experts and managing the Performance Administrator.

#### REQUIREMENTS

<b>Attributes</b>	<ul style="list-style-type: none"><li>➤ Excellent communicator</li><li>➤ Analytical and strategic thinker</li><li>➤ Resilient</li><li>➤ Collaborative mindset</li><li>➤ Respected reputation in the equestrian community</li></ul>
<b>Experience</b>	<ul style="list-style-type: none"><li>➤ Understands what is required to be competitive on the world stage</li><li>➤ Experience at managing people and teams</li><li>➤ Small business or management skills</li><li>➤ System development</li></ul>
<b>Skills</b>	<ul style="list-style-type: none"><li>➤ Strong contextual knowledge at HP level</li><li>➤ Well developed communication and interpersonal skills</li><li>➤ Ability to develop reporting and management systems</li><li>➤ Strong management skills</li><li>➤ Demonstrate leadership abilities</li><li>➤ Management of a team of coaches, support staff and contractors</li><li>➤ Strong social skills with the ability to positively engage with and manage horse owners, sponsors and other major stakeholders</li><li>➤ Budget and financial management/reporting skills</li><li>➤ Selection process management</li><li>➤ Ability to identify and co-ordinate services to create positive change in an individuals competition performance</li><li>➤ Knowledge and understanding of performance pathways</li><li>➤ Strong understanding of international Eventing competitions, rules and environment</li></ul>

<b>RESPONSIBILITIES</b>	
<b>Leadership / Management</b>	<ul style="list-style-type: none"> <li>➤ Provide support for the campaign programme for high performance eventing combinations in NZ which includes training, mentoring, schooling and competition support.</li> <li>➤ Perform the Chef d'Equipe role for the NZ Eventing Team upon request at Oceania championships</li> <li>➤ Liaise with GMHP on Recruitment as required, support and manage the NZ Eventing Support Team (Horse Health team, specialist trainers etc)</li> <li>➤ Engage, support and challenge high performance riders. This will include assisting them with development of, and performance against their Individual Performance Plans (IPPs) using performance analytics and including the input of specialist trainers and horse health team.</li> <li>➤ Liaise with the GMHP and any other key service providers to support the achievement of IPPs</li> <li>➤ Work with the GMHP around the engagement and development of the Support Team</li> <li>➤ Manage the Eventing Programme Budget and report against</li> <li>➤ Actively seeks opportunities to link the NZ and UK programmes and develop the people within the High Performance and Performance Programmes (riders and support staff)</li> <li>➤ Actively engage and contribute to other initiatives happening within the ESNZ High Performance programme, including HorsePower, people development, High Performance Environments, Facilities and the Performance Programme, Communications and NZ-UK Link.</li> </ul>
<b>Planning</b>	<ul style="list-style-type: none"> <li>➤ Coordinating and implementing the campaign plan at an operational level including co-ordinating and implementing team training and competition support</li> <li>➤ Working with GMHP and HP Operations/Administration to ensure that the campaign plan and operations are implemented optimally on all fronts.</li> <li>➤ Implementing and driving IPPs with the high performance riders</li> <li>➤ Support the accurate development and tracking of budgets to support the high performance programme and IPPs</li> <li>➤ Working with the GMHP to plan, coordinate and implement selection meetings, processes and selector scheduling</li> <li>➤ Communicate and report against the plans as required</li> <li>➤ Contributes to the development of the ESNZ Eventing High Performance Strategy</li> </ul>
<b>Liaison and Communication</b>	<ul style="list-style-type: none"> <li>➤ Act as the liaison between ESNZ and NZ based HP Squad riders by maintaining regular contact with those riders in terms of their planning, progress and development and communicating ESNZ's messaging as required;</li> <li>➤ Regular communication with the HP Selector(s) – act as a trusted advisor to the HP Selectors.</li> <li>➤ Regular dialogue and planning with the Eventing High Performance Manager (UK) to connect the northern and southern hemisphere programmes Regular communication with management and other support staff (e.g. Communications, Administration etc) to ensure an optimal and efficient support team</li> </ul>
<b>Review and Debrief</b>	<ul style="list-style-type: none"> <li>➤ Participation in the ESNZ 2024 Olympic Games debrief</li> </ul>

<b>HOW TO APPLY</b>
<ul style="list-style-type: none"> <li>• All applications will be treated with the utmost confidentiality and will not be discussed beyond the HP staff, the selection panel and the CEO.</li> <li>• Applications should be made by relevant CV and covering letter</li> <li>• Applications should be sent by email to HP Operations Manager Warrick Allan, <a href="mailto:warrick@nzquestrian.org.nz">warrick@nzquestrian.org.nz</a></li> <li>• The deadline for the receipt of applications is 4pm Wednesday 7<sup>th</sup> December 2022</li> </ul>