



EQUESTRIAN SPORTS NEW ZEALAND

ESNZ Eventing Talent Development Liaison

JOB TITLE	Eventing Talent Development Liaison (“TD Liaison”)
CONTRACT TERM	Contract role beginning as soon as possible – 31 December 2019. Possibility of further year renewal (until Dec 2020) for right candidate.
JOB SUMMARY	<p>The TD Liaison is a key linking, mentor and coaching-type role within the national ESNZ Eventing Performance Programme for Talent Development (“TD”) squad members.</p> <p>It is a part-time position that is estimated to take on average 3 days per month (though it will vary month on month) and will require the successful applicant to provide services outside of regular business hours and to be available to travel for some Eventing Performance camps.</p> <p>Fixed contract rate based on 3 days/month (including camp attendance): \$850/month (including GST)</p> <p>Reasonable expenses associated with the role will be covered and this role will have access to Prime Minister’s Scholarships for professional development opportunities as well as HPSNZ and SportNZ coach/leader training opportunities.</p>
REPORTS TO	ESNZ Eventing Performance Leader
KEY SUPPORT / RELATIONSHIPS	ESNZ Performance Administrator Other Performance Programme coaches, trainers and liaisons Talent Development riders, parents and personal coaches

PURPOSE

To act as a key point of contact for connecting the ESNZ Eventing Performance programme with the TD squad riders (and parents) and the HPSNZ’s High Performance Athlete Development (HPAD) and in doing so, actively contribute to the ongoing development of the TD riders, the TD programme and the wider performance programme.

SPECIFIC RESPONSIBILITIES

Liaison/ Co-ordination

1. Be the primary point of contact and liaison for the Talent Development Programme, which will require proactive communication with and between TD riders, ESNZ performance and high performance staff, HPAD staff & service providers and both personal programme coaches and trainers.
2. Act as the ESNZ Performance representative at High Performance Athlete Development (“HPAD”) Forums;
3. Feed in learnings from HPAD Forums and other professional development opportunities into performance programme team;
4. Provide input into selection discussions.

Mentor/Coach	<p>5. First point of programme contact and open-door policy for TD squad riders with respect to their programme, campaign plans and Individual Performance Plans (IPPs);</p> <p>6. Organise, conduct and monitor the IPP's of the TD riders (twice a year);</p>
Programme planning, leadership and review	<p>7. Work in consultation with Performance Leader and other performance staff to establish the TD programme for the TD riders annually;</p> <p>8. Provide plans/reports to the Performance Leader or HPD as required.</p>
Other	<p>9. Such other tasks as reasonably required as being in the scope of the role.</p>

KEY REQUIREMENTS

1. Eventing knowledge required
2. Coaching experience preferred
3. Strong communicator – excellent oral and written communication skills required
4. Discretion – the ability to keep rider and programme information confidential is critical
5. Proven ability to work well within a team
6. Ability to attend meetings (in person and online/conference call) at pre-organised times which may be outside of business hours
7. Ability to attend at least four 2-day TD camps around the country (often in Taupo) and to attend key competitions

HOW TO APPLY

- Applications should be made by relevant CV and covering letter
- Applications should be sent by email to Warrick Allan, High Performance Operations Manager – warrick@nzquestrian.org.nz
- The deadline for the receipt of applications is **5pm on Wednesday 20th February 2019**