

## POSITION DESCRIPTION July 2025

<b>Position Title:</b>	<b>Participation Lead – Mainland Netball</b>		
<b>Work Area:</b>	Community	<b>Reports to:</b>	Participation Manager Netball New Zealand. (NNZ)
<b>Primary Location/s:</b>	Within the Mainland region		
<b>Employment Status:</b>	Full Time, Fixed Term – 12 months		

Primary Purpose of Position	
Support Centres across the Mainland Zone to retain and grow participation and deliver quality netball experiences for all participants.	
Lead netball participation initiatives and opportunities across Mainland Zone and advocate for the community netball system to align with NNZ programmes, policies and guidelines.	
Support Mainland Centres to engage with their communities to understand needs, and drive initiatives that provide meaningful, innovative participation opportunities that address barriers to participation.	

KPA's
<p>The Participation Lead will work across the Netball delivery network to:</p> <ul style="list-style-type: none"> <li>• Lead the development of a Mainland Participation Plan that supports the growth and development of Netball participation across the Zone and at Centres and aligns with the NNZ Participation Strategy.</li> <li>• Support Centres to analyse/utilise membership data and capture local insights including Voice of Participant (VOP) to support programme development and delivery.</li> <li>• Support Centres to implement targeted community participation growth projects that drive participation growth and retention.</li> <li>• Educate, advocate and lead best practice to increase the number of Centres delivering the NNZ futureFERNs programme and Player Development programmes.</li> <li>• Build the capability and confidence of Centre staff and volunteers to deliver Y1-8 futureFERNs programmes and key NNZ Junior netball initiatives.</li> <li>• Lead Centres to prioritise volunteer planning to recruit, retain and reward volunteers, and support Centres to develop and implement a Volunteer Management Plan.</li> <li>• Build the capability and confidence of Centre staff and volunteers to deliver key NNZ youth initiatives such as youth leadership roles or advisory groups and Netball Leaders.</li> <li>• Support the activation of Good Sports and sideline behaviour initiatives at Centres.</li> <li>• Educate Centres and the wider delivery network around the principles of Balance is Better.</li> </ul>

Responsibilities & Measures	
Key Accountabilities	Critical Factors
Strategy and planning	<ul style="list-style-type: none"> <li>Lead, develop, and align community participation plans across the netball system e.g. NNZ, Zone, and Centres, and report on these plans.</li> <li>Contribute and connect to the strategic and operational objectives of Mainland Zone and NNZ.</li> <li>Support Centres to utilise local and national insights when planning for Centre programmes and competitions, and ensure participation growth initiatives are connected to an overall Centre Plan.</li> </ul>
Data and Insights	<ul style="list-style-type: none"> <li>Support Centres to engage with their communities to understand needs and barriers, and to make participant-centered decisions.</li> <li>Support Centres with the use of broader data and insights in strategy and decision making, using a variety of tools and sources such as membership trends, VOP survey, RST data, regional or national research and discuss trends with Centres to support their programme planning and delivery.</li> <li>Support Mainland Zone's involvement in broader data and insights such as VOP survey, RST data, regional or national research.</li> </ul>
Programme development and implementation	<ul style="list-style-type: none"> <li>Lead Zone-wide development opportunities for Centre Junior Coordinators, and support Centres to build capability and enthusiasm for delivering Year 1-8 futureFERNs and Year 7&amp;8 PDP (Player Development Programme).</li> <li>Support Centres to connect with the Mainland Coach and Umpire Lead and local Coach Developers to deliver Year 1-8 futureFERNs workshops. If required to build capability and confidence of Centre personnel, support the delivery of Year 1-8 futureFERNs workshops as an observer or co-deliverer.</li> <li>At Centres, support the delivery of funded projects such as No Limits, Good Sports, and targeted participation projects.</li> <li>Build Centre capability to deliver Youth Strategy initiatives such as youth leadership roles or advisory groups, or Netball Leaders.</li> <li>Build Centre capability to implement Balance is Better and Good Sports philosophies and initiatives.</li> <li>Support Centres to build relationships with clubs and schools and to work with school/club personnel to reduce barriers for participants to attend have-a-go experiences or learning and development opportunities.</li> <li>Support Centres to deliver a variety of participation opportunities and competitions. E.G social, fast5, mixed.</li> <li>Capture content and share articles in Zone newsletters and media platforms to promote participation initiatives, futureFERNs, participation highlights of Centre's, Good Sports, and Balance is Better.</li> <li>Collaborate with wider zone team regarding NNZ initiatives and Centre priorities.</li> <li>Support Centres to explore collaborative projects or work together in clusters to increase participation opportunities or remove barriers.</li> <li>Collaborate with and utilise other community organisations (e.g. - cross code and Regional Sports Trusts).</li> <li>Inform/Educate/Role model the implementation of NNZ resources in Centres.</li> </ul>

<b>Systems and structures</b>	<ul style="list-style-type: none"> <li>• Build the capability of Centre Netball coordinators to deliver accessible participation opportunities that meet the needs of local communities.</li> <li>• Proactively share learnings across communities to enhance regional community netball programmes nationwide.</li> <li>• Contribute to, and attend, Mainland Zone and NNZ meetings and forums.</li> </ul>
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<b>Key Relationships</b>	
<b>Internal</b>	<b>External</b>
<ul style="list-style-type: none"> <li>• Mainland Netball staff</li> <li>• Netball New Zealand (NNZ) Head of Community</li> <li>• NNZ Participation Manager</li> <li>• NNZ National Programmes Manager Wider NNZ Staff Team.</li> </ul>	<ul style="list-style-type: none"> <li>• Centre staff and/or volunteers</li> <li>• Centre Youth and Junior Coordinators</li> <li>• Clubs/schools</li> <li>• Regional Sporting Trusts</li> <li>• Regional Community Sport Managers of other codes</li> <li>• Regional Secondary Sport Directors</li> <li>• Cross Code partners</li> </ul>

<b>Staff Reporting</b>
None

<b>Delegation of Authority</b>
None

<b>Core Competencies, Skills &amp; Qualifications/Experience</b>	
<b>Competency</b>	<b>Descriptors</b>
<b>Specialist Knowledge &amp; Experience</b>	<ul style="list-style-type: none"> <li>• Broad sporting sector knowledge and perspective, particularly in the community sport arena, with experience in Netball an advantage.</li> <li>• Ability to contribute to and implement strategies to grow participation.</li> <li>• Ability to access, analyse and utilise insights to drive programme development and delivery.</li> <li>• 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.</li> <li>• Knowledge of the sporting not-for-profit sector and/or regional sporting organisation management and/or the Regional Sports Trusts' network</li> </ul>
<b>Leadership and strategic ability</b>	<ul style="list-style-type: none"> <li>• Can communicate strategies, inspire, and ensure 'buy in' from a diverse range of Stakeholders.</li> </ul>

	<ul style="list-style-type: none"> <li>• Relates well with, and can motivate, diverse groups to influence thinking and manage change.</li> <li>• Strong written and oral presentation and communication is clear, concise, effective, and persuasive.</li> <li>• Strong listening skills.</li> </ul>
<b>Communication and Personal skills</b>	<ul style="list-style-type: none"> <li>• Can communicate consistently, openly, and honestly in any situation.</li> <li>• Establishes and maintains effective relationships.</li> <li>• Is energetic, highly motivated, enthusiastic, and considerate.</li> <li>• Understands and can work in a team environment.</li> <li>• Cope well with change and deadlines.</li> <li>• Is respected and trusted.</li> <li>• Is calm, confident, decisive, and objective, especially under pressure.</li> <li>• Willingness to be accountable and measured on performance.</li> <li>• Can communicate a vision and compelling purpose for wide range of stakeholders.</li> <li>• Can give and receive constructive feedback to enhance performance.</li> <li>• Ability to provide innovative, constructive, and effective feedback.</li> <li>• Skilled at determining important issues, prioritising and multi-tasking.</li> </ul>
<b>Other</b>	
Given the demands of this role, and the nature of working in sport, work outside standard working hours in the evenings and weekends will be required.	