



Chief Executive Officer

Rowing New Zealand



- **National Sport Organisation - Olympic Sport**
- **Strategic and operational leadership position**
- **Engage the New Zealand rowing stakeholder family**
- **Based at Lake Karapiro (hybrid options available)**

About Rowing New Zealand

Rowing New Zealand (RNZ) is the national sport organisation for all rowing in New Zealand. Rowing NZ is responsible for the management and development of the sport through club and community level participation and is also responsible for the international teams representing New Zealand from the juniors to the successful elite team, including at World Championships and Olympic / Paralympic Games.

Structured across the areas of high performance (athletes, coaches, support staff and athlete development), and community & development (domestic rowing - including club, school, university, masters and para; administration, finance, marketing and communications), Rowing NZ's key purpose is to foster and promote the sport of rowing in all forms and classifications, in particular:

- Competitive and recreational rowing amongst Clubs who are members of the Association
- Rowing within and amongst secondary schools and universities and their inclusion in the competitions and development programmes promoted by Rowing NZ and its Associations;
- Competitive and recreational Master's rowing;
- International competition amongst rowing nations and the participation therein by New Zealand crews;
- High performance programmes for rowers who aspire to participate in international competition;
- Para rowing;
- Coastal rowing;
- Indoor rowing;
- The recruitment, training and qualification of boat race officials to the standards required for the implementation of both Rowing New Zealand and FISA's Rules of Racing;
- The recruitment, training and qualification of coaches to serve at school, university, club and national levels of the sport.



Chief Executive Officer

Reporting to the Board of Directors via the Chair, the CEO will be responsible for delivering the vision, strategic leadership and management of Rowing New Zealand (RNZ). The CEO will inspire, lead and empower a diverse community including, athletes, volunteers, stakeholders and investors.

The CEO will represent RNZ at all levels, advocating for the sport with key funders and policy makers, building relationships with stakeholders, and engaging with the rowing community in club rooms and on riverbanks. The role will also manage and empower a high-performing team of circa 20 staff. Due to the small size of RNZ, the CEO role requires a balance of leadership and direction with know-how and a willingness to support and adapt business operations to ensure organisational best practice.

To be considered for this role you will be a dynamic leader with calm, impactful and persuasive communication skills. You will have a reputation for swiftly building trusted collaboration, underpinning lasting and positive working relationships with a complex network of stakeholders.

You will have experience in strategic leadership roles, ideally but not exclusively, within a sport environment. You may already have CEO experience or be ready for the step into a leadership role. Regardless, you will require a strong track record in managing and growing like-sized businesses, budgets and resources, with proven strength and experience across the core functional responsibilities of leadership, governance, relationship / stakeholder management, financial accountability and commercial management.

Your commercial acumen and entrepreneurial growth mindset will be matched by your skill in identifying and capitalising on revenue generating opportunities, whilst your financial acumen will successfully deliver against strategic and operational objectives.

An understanding of both elite/high performance sport (including what it takes to achieve performance objectives at Olympic Games) as well as community/recreational sport would be viewed favourably. A background in rowing is not required; however you must be committed to providing strong foundations for the growth and success of the sport both at the elite and community/recreational levels.

This is a rare opportunity to lead one of New Zealand's most successful Olympic Sports whilst building on and continuing the success of rowing to achieve the strategic vision to be the best rowing nation in the world.



Core Responsibilities

Visionary and Strategic Leadership

- Leading and prioritising a culture that supports wellbeing, welfare and strong H&S practices for RNZ people, athletes, coaches, partners, and community
- Leading and managing an engaged team, ensuring talent and strengths are organised to best serve and deliver on strategic objectives
- Manage all aspects of staff resources, including performance reviews, contract negotiations, recruitment, and work assignments

Strategy & Operations

- Establish and implement, with the team, an annual operations plan that supports the brand, high performance, wellbeing and values of the organisation. Outcomes may include High Performance programmes, relationship management, communications, technical, coaching, and community and development activities
- Oversee, develop and deploy, the world's best sports delivery system to meet the needs of elite, development, age group and community athletes, volunteers and investment partners focused on:
 - Rowing Leadership
 - Medal Winning Performances
 - Sustainable environments, programmes and systems
 - Experience driven activity
 - Future focussed thinking and activity
- Provide proactive and accessible leadership support to the High Performance function of RNZ. This includes having oversight of:
 - planning, budgeting and investment processes
 - athlete and coach wellbeing
 - selection policies/processes and logistics

- Provide proactive and accessible leadership support to the community and development function to develop and nurture a healthy, sustainable and continuously improving programme that enables high quality rowing performance and experiences across NZ

Financial Management

- Deliver the financial results required to grow the organisation's ability to foster the development of the sport of rowing at all levels in New Zealand and can support strategic objectives
- Ensure Rowing NZ meets its undertakings in the Funding Agreement with Sport NZ/HPSNZ
- Ensure that financial reporting is on time and complies with all legislative requirements, meets financial reporting standards, statements of standard accounting practice and generally accepted accounting standards
- Oversee the tracking of financial and business performance of the organisation against the business plan and provide valuable judgement regarding the impact of business trends and issues

Commercial Management

- Lead the development of the Rowing NZ brand to ensure RNZ is positioned to take best advantage of commercial and non-commercial opportunities that arise through strong brand recognition
- Have oversight of the securing of, and on-going management of commercial partners
- Oversee the effective marketing and communication management for the organisation to grow the profile, reach and relevance of the organisation
- Represent and be the lead public face of Rowing NZ as the key media spokesperson
- Ensure all communications are delivered in a timely and effective manner

Risk management

- Ensure risk mitigation controls are in place and implemented
- Manage the complaints process in line with Rowing NZ's Policy
- Lead the crisis management for incidents that may arise within the organisation, athletes, coaches, clubs and/or regattas

Governance & Stakeholder Management

- Build an effective and transparent relationship with the Board of Directors, in particular the Chair. This includes provision of accurate and timely reports for the regular board meetings
- Ensure the Board is appropriately and adequately informed with the information necessary to enable the Board to fulfil their governance responsibilities and accountabilities
- Effectively implements board policies and develop procedures
- Present the strategic and annual planning process in a timely and consultative way in conjunction with the Board and staff and, where required, support the Board of Directors through review of the Strategic Plan
- Foster relationships with a wide range of stakeholders across the sector to support Rowing NZ's strategic objectives. In particular, the CEO will continue to enhance the partnership-based approach with cornerstone partners Sport NZ and HPSNZ.
- Lead RNZ to develop and maintain partnership relationships and strategies with local iwi

Key Relationships

Reports to: Board of Directors

Direct Reports

- General Manager - Performance
- General Manager - Community & Development
- Marketing & Communications Manager
- Executive Assistant & Office Administrator

Internal Relationships

- Rowing New Zealand Board and subcommittees
- Rowing NZ staff and contractors
- Associations, club, schools, and regatta partners
- New Zealand Secondary Schools Rowing Association (NZSSRA) and School Sport NZ
- Athlete Representative Group (ARG)
- Organisational Advisory Groups - Age Group Committee, Events Advisory Group, Technical Advisory Group, Coach Advisory Group

External Relationships

- Sport New Zealand
- High Performance Sport New Zealand (HPSNZ)
- New Zealand Olympic Committee
- Paralympics New Zealand
- World Rowing (FISA)
- Other NSOs - particularly other Olympic Sports
- Regional Sports Trusts
- Sponsors and Commercial Partners
- Other Government agencies - eg. Maritime NZ

Measures of Success

Visionary and strategic leadership

- Rowing New Zealand are delivering against a clear strategic /annual plan
- Rowing NZ are meeting the KPIs, and deliverables set by their key government partners and investors
- Rowing New Zealand have strong governance practices and policies that support organisational stability and integrity

Oversee the increases in participation and engagement

- Total club registrations
- Event participation numbers
- National event registrations
- Strong partnerships with Maori

Performance outcomes on the World Stage

- increase in
 - Olympic medals
 - International event / World Cup medals

Prioritised wellbeing and welfare of people

- Participant feedback is positive
- Elite athlete and coach feedback through independent review processes

Rowing New Zealand is sustainable

- Sustained revenue
- Net profit

Rowing New Zealand are future thinking

- Delivery of project innovation
- Diversification of programmes and revenue streams



Selection Criteria

In addition to demonstrating **relevant experience across the core functional areas of responsibility identified in this Position Overview**, candidates applying for this role will require a range of personal and professional skills, including:

Essential

- Diversified experience in leading successful medium size organisation(s)
- Experience working with senior management, CEOs, Boards and Committees
- Exceptional interpersonal skills especially within a small team environment
- Comfortable with moving between strategic thinking and operational delivery
- Planning skills, managing and prioritising multiple and competing tasks and projects to meet deadlines
- Strong networking and relationship development capabilities, able to connect and communicate comfortably with anyone in the community.
- Ability to influence, inspire, lead, coach and motivate staff and multiple key stakeholders
- Ability to navigate change and sell new ideas
- Copes effectively and positively with the pressures of leadership and learns through active personal development
- Experience in revenue generation / business development

Desirable

- A related tertiary qualification
- Experience in the sport sector
- Experience with elite athletes/coaches and leading a high performance sport programme
- Experience with developing and maintaining community programmes
- Experience attracting, managing and retaining Philanthropic partnerships
- An understanding of rowing

Key Competencies

Strategic Leadership

- Demonstrates an ability to look beyond the strategic and operational issues to identify and scope external and internal issues and opportunities that are likely to significantly impact Rowing NZ's plans in the short-to-medium term.

Collaboration and Relationship Management

- Understands the value of building and retaining strong relationships across the wider rowing communities. This includes grassroots level participants, elite athletes, coaches, clubs, event providers, volunteers and key strategic partners, funders, sponsors and political influencers.
- Understands the value of collaboration and knows how to drive a team with a strong sense of purpose and encourages equal participation in idea sharing to provide solutions and achieve the organisation's goals.

Organisational Leadership

- Demonstrates the ability to identify opportunities that enhance organisational strategies and direction.
- Provides a clear sense of direction.
- Acts as a leader by clarifying stakeholder group interests/goals, motivates stakeholder groups to perform and provides suitable recognition of strong performance.
- Leads by example

Business Acumen and Financial Management

- Analyses information and forecasts/trends in order to identify potential issues or capitalise effectively on opportunities.
- Understands and manages financial and operational implications of revenue versus expenditure and accounts for these while consistently achieving agreed objectives.
- Demonstrates ability to lead a successful commercial business particularly in terms of hands-on revenue generation.
- Has the ability to ensure that the financial resources of the organisation are used efficiently to ensure maximum benefit in accordance with Rowing NZ's strategic direction and the annual plan.

Communication Skills

- Demonstrates the ability to express thoughts and ideas clearly and effectively to a range of audiences in a variety of contexts.
- Understands the value of effective board and other written reports and demonstrates an ability to accurately reflect the organisation's current status and key risks.

Problem Solving, Innovation and Decision Making

- Undertakes a rigorous analytical approach to evaluate decisions/proposals; consistently uses logic as a basis for action and utilises influence to motivate others to accept/implement decisions.
- Identifies and resolves problems in a timely manner, meets challenges with resourcefulness develops alternative approaches and ideas.
- Embraces innovation, original thinking and generates creative solutions.
- Ability to make tough decisions and take responsibility for the outcomes.

Hours of Work

This is a permanent full time position. Given the unique nature of the sport industry, working outside of office hours may be required from time to time.

In line with the flexible working arrangements policy, flexible work arrangements as part of this role may be explored.

Location & Travel

The Rowing New Zealand office is located at the Colgan High Performance Centre, Mighty River Domain, Lake Karapiro, Cambridge (less than 2hrs south of Auckland).

It is anticipated that the CEO will initially be based at the RNZ office on a full time basis, with the ability to add hybrid working arrangements.

The nature of the position will require some domestic travel (and limited international travel) to attend scheduled regattas, meetings and events.

Remuneration Guide

A senior executive remuneration package will be available to the successful candidate, negotiable depending upon skill level and experience. At the time of applying, candidates are invited to indicate their current salary and salary expectations.

Candidates are invited to discuss their salary expectations with Sportspeople Recruitment prior to applying.

Website & Social Media

For more information and news items on all facets of activities, services and programs, visit:

Rowing New Zealand website: rowingnz.kiwi

Instagram: [instagram.com/rowingnz](https://www.instagram.com/rowingnz)

Facebook: [facebook.com/rowingnewzealand](https://www.facebook.com/rowingnewzealand)

YouTube: [youtube.com/user/rowingnz](https://www.youtube.com/user/rowingnz)

Residency & Immigration

Rowing New Zealand will consider internationally based candidates who meet work visa requirements and will accommodate time for relocation should this be required prior to starting.

Timelines

Final interviews and the appointment of the Chief Executive Officer, Rowing New Zealand are scheduled for May, 2024.

The successful candidate would be expected to commence duties in August/September 2024, following the Paris Olympic Games, mindful of notice periods and general availability.



Please apply now to avoid missing out!

Please note Sportspeople Recruitment will commence screening and interviewing for this role immediately.

If you are intending to apply, please do so now. We reserve the right to close the role as soon as sufficient merit applications are received.

Applications Close: 5pm Sunday 28 April, 2024

Candidates must complete and submit the COMPULSORY **Sportspeople Recruitment Application Form** at the time of applying. The form is available as a download at the Sportspeople Recruitment website listing for this role and contains questions against which we require your specific response prior to considering your application.

Sportspeople Recruitment prefers a 1-2 page letter of introduction and an accompanying CV of no more than 6 pages, merged into the Application Form as one MS Word file.

Apply to

Your application should be sent electronically via the “apply now” link at the advertisement via sportspeoplerecruitment.com/jobs

Enquiries

In the first instance general enquiries should be directed to **Karen Good on +64 21 231 9602 or FREECALL NZ 0800 634 388 or FREECALL AU 1800 634 388** or via jobs@peoplerecruitmentgroup.com

About Sportspeople Recruitment

The Chief Executive Officer, Rowing New Zealand search and recruitment process is being managed exclusively by **Sportspeople Recruitment**.

Sportspeople Recruitment is a leading executive search and recruitment firm servicing sport business. Celebrating 28 years in 2024 our curated Talent Network has been developed as a result of successfully filling thousands of roles across the A-Z of sport business employers. We offer the most experienced Consultant team in the market available to assist with executive search, general recruitment, hiring strategy, remuneration planning and executive/Board advice.

We are delighted to have been appointed by Rowing New Zealand as the exclusive search partner for the Chief Executive Officer position - our 254th Chief Executive Officer search.

Sportspeople Recruitment
Global Talent - Local Solutions
Proudly servicing Australia and New Zealand

Merit Recruitment

Don't meet every single requirement? Studies have shown women and minority groups are less likely to apply for jobs unless they meet every single qualification. **Sportspeople Recruitment has a reputation as a leader in merit recruitment.** Everything we do has a focus on presenting the best candidates to our client Employer whilst maintaining a commitment to do what we can to address the imbalance of under-represented groups in leadership positions.

If you believe you have what it takes to perform this job but don't tick off every single qualification and experience we've listed, we encourage you to focus on the strengths, experience, qualifications and soft-skills you do have as the reasons you should apply. Believe in yourself and if still in doubt call our Consultant for a quick chat or simply apply. Without an application we can't consider you and we'll never consider your application a waste of our time.

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