

Chief Executive – Badminton New Zealand

A great opportunity to become the leader of Badminton New Zealand as the sport and organisation continue to grow and innovate. As the Chief Executive of Badminton New Zealand, you will be responsible for the leadership of a small, but fantastic team as you lead the strategic direction for Badminton in New Zealand. Key to this position is working with the Board of Badminton New Zealand, strategic leadership, and stakeholder engagement.

Badminton New Zealand is a leading national sport organisation with growing participation, emerging performances on the world stage and a diverse and supportive community. As a result of your leadership, clear vision and direction you will continue the strong culture and drive the effective delivery of strategic and operational plans, building on a platform for sustained success.

We are looking for a dynamic, engaging, and empathetic leader who is future focused. The role collaborates with a diverse range of stakeholders and therefore requires outstanding relationship management skills to engage and build strong, cooperative working relationships. You will be the advocate and leader for badminton in New Zealand and will be comfortable in analyzing complex situations to create practical solutions. The role requires an entrepreneur with commercial savvy and the ability to continually build value in the Badminton New Zealand brand, generating revenue to underpin the strategic plan, programs, services, and events.

Desired Expertise:

- A leader of high integrity who is ambitious, passionate and can positively influence and inspire others.
- Exceptional partnership skills with experience working with diverse stakeholders at different levels of capability and capacity.
- Commercially savvy with proven ability to identify new revenue opportunities and negotiate and secure current and future commercial partners.
- Proven track record for delivering results and leading change.
- Experience with budgeting and management as well as understanding of financial processes and statutory requirements.
- Excellent presentation and communication skills with experience in fronting groups large and small.
- Experience in building, developing, operating and evaluating strategy.

The location for this role is flexible. Badminton New Zealand currently has staff and offices in Napier and Auckland.

This is a unique opportunity for an effective leader who is passionate about making a difference in New Zealand to inspire kiwis to love badminton for life

Application Close: 5pm Friday 27th August 2021

How to Apply: Send your cover letter and CV to office@badminton.org.nz

Further Info: Please see the Badminton New Zealand website: www.badminton.org.nz

Questions: Please email Joe Hitchcock (current CE) on joe@badminton.org.nz

Or John Moody (Board Chair) on johndavidmoody@gmail.com

Position Description:

Chief Executive, Badminton New Zealand

1. **POSITION TITLE:**
CHIEF EXECUTIVE

2. **HOURS OF EMPLOYMENT:**
40 HOURS PER WEEK

3. **REPORTING & ACCOUNTABLE TO:**
Board of Badminton New Zealand

4. **LOCATION & TRAVEL:**
Flexible - the location of the role is preferred to be Napier or Auckland based and national travel will be required throughout the year.

5. **EQUAL OPPORTUNITIES:**
Badminton New Zealand is fully committed to equality of opportunity in all areas of our operations. Application for positions in Badminton New Zealand is open to all suitably qualified candidates, subject to educational and experience criteria relevant to the specific job being applied for.

6. **INTRODUCTION:**
The vision of Badminton New Zealand is to 'Inspire kiwis to love badminton for life'. Our organisation has a rich history and consists of 25 associations with many players passionate about the game of badminton.

7. **COMPETENCIES AND ACCOUNTABILITIES:**

Commercial Acumen

- Ensure a sustainable revenue model by identifying and generating funding opportunities
- Generate increased revenue through sponsorship, events, gaming trust income and/or broadcast rights across the private and public sector and provide appropriate accountability and reporting for these funds
- Explore new and innovative ways of increasing funding and revenue

Inspirational Leader

- Build and maintain a high-performance culture and a high performing team
- Provide visible, national leadership of the sport for members, providers and volunteers
- Manage BAU and provide support for employees to grow and excel
- Role models fair and equitable behaviour, policies, and practices
- Maintains a safe and healthy workplace

- A problem solver and a solution provider

Relationship and Partnership Enhancer

- Develop and maintain effective relationships with key stakeholders including commercial partners and funding bodies (e.g. Sport New Zealand)
- Develop and maintain a wide range of relationships and networks with the local, national and international badminton communities to position Badminton New Zealand as a leading organisation within the sector

Strategic Thinker and Leader

- Forward looking and future focused
- Innovates on a regular basis and embodies the practice of continuous improvement
- In collaboration with the Board, develops strategy that grows the game and enhances the experience for all stakeholders
- Project leadership experience

Politically Savvy

- Act as the Media Spokesperson for badminton in New Zealand and represents Badminton New Zealand publicly
- Ensures badminton is portrayed in a positive light in media and political settings
- Advocates for the New Zealand badminton community nationally and internationally.

8. PERSONAL QUALITIES:

- Broad business experience gained in senior executive or general management roles.
- Outstanding relationship management skills with experience working with multiple stakeholders with conflicting agendas.
- Proven ability to influence and advocate.
- Commercially savvy with ability to work closely with existing funding partners as well as identifying new revenue streams
- Experience in developing and operationalising strategy.
- Experience with budgetary planning and management as well as understanding of financial processes and statutory requirements.
- An open personality, inclusive, assured, persuasive, with a strong sense of self, a sense of humour and unquestioned integrity.
- Ambitious and visionary leader with ability to inspire others.
- Proven track record for delivering results and leading transformational change.
- Excellent presentation and communication skills with the ability to act as the public “figurehead” of Badminton New Zealand.
- Previous experience reporting and / or working with Boards

9. KEY RELATIONSHIPS

Internal contacts

All Badminton New Zealand Staff and Board

External Relationships:

- Member Associations
- Badminton Community
- Sport New Zealand
- High Performance Sport New Zealand
- Drug Free Sport New Zealand
- New Zealand Olympic Committee
- Paralympics New Zealand
- Gaming Trust Funders
- Commercial Partners
- Badminton Oceania
- Badminton World Federation (BWF)

Competency Requirements for Role

Competency		Performance level required
Core Competencies	Communication	Expresses ideas and relays information in a way that is easy to understand and motivates people to take action.
	Respects Others and Builds Trust	Demonstrates respect for others and builds trust through consistent behaviour and demonstrates integrity in all actions.
	Innovation & Creativity	Sees opportunities and encourages innovative ideas that provide solutions to all types of workplace challenges. Has the ability to be inventive and think 'outside the box'.
	Teamwork	Works constructively with team members and/or other employees towards the Badminton NZ Vision and Mission statements.
		Has a willingness to share knowledge/expertise with others.
	Sector Knowledge and Skills	Has the required level of technical and professional skill or knowledge in position-related areas.
	Provide Quality Customer Service	Demonstrates high standards and behaviours that deliver superior customer service

<i>Personal Effectiveness</i>	Taking Initiative	Proactively seeks out and/or willingly accepts new challenges and responsibilities.
	Work Standards	Set high standards of quality and achievement for self and/or others
	Producing Results	Produces and delivers quality results/outcomes on time.
	Formal Presentation and Public Speaking	Uses formal presentation techniques to communicate information, ideas and concepts to groups.
	Flexibility	Works effectively in a variety of circumstances, responding to changes in work setting and task, often at short notice.
	Formal Writing	Writes complex documents, such as action plans and recommendations in a clear, concise and effective manner.
<i>Analytical Thinking</i>	Decision Making	Identifies and understands issues, problems and opportunities, and makes timely and sound decisions.
	Planning and Organising	Coordinates events, activities and projects ensuring that they take place on time and to the required standard.
	Information Seeking	Seeks to know more about things, people or issues, and searches extensively for desired information to help solve problems or answer questions.
<i>Relationships</i>	Developing and Maintaining Relationships	Proactively develops effective internal/external relationships with key stakeholders.
	Facilitating Learning	Provides seminars, workshops or one on one sessions with stakeholders and clients to facilitate learning.
	Empathy and Understanding	Understands the motivations behind what people do, identify their concerns and comes up with ways to resolve them.
	Advising and Consulting	Provides clients with quality solutions based on the application of specialist skills and knowledge.
	Realising Opportunities	Identifies new opportunities, captures them in a meaningful way and sees them through to completion.

	Mentoring and coaching	Serves as a source of advice, information, encouragement and support to others.
<i>Management</i>	Managing Resources	Manages resources, in alignment with Badminton NZ strategic direction and budget.
	Managing Projects	Defines and achieves targets while optimising the use of resources (time, money etc) over the course of the project.
<i>Leadership</i>	Leading through Vision and Values	Encourages and promotes high personal and professional standards that support Badminton NZ vision and values.
	Impact and Influence	Acts in a way that has an impact and influences groups/community in line with Badminton NZ's vision.