

Job Description

Job Title	Manager, Active Recreation
Reports to	Group Manager – Play, Active Recreation & Sport
Direct reports	2
Team	Active Recreation
Business Unit	Play, Active Recreation & Sport (PARS)
Location	Wellington
Employment Status	Permanent

Job Purpose

The Manager, Active Recreation is responsible for the strategic leadership, planning, management and implementation of all aspects of Sport NZ strategy's relating to health of New Zealand's Active Recreation system.

The role leads Sport NZ's Active Recreation work programme, with particular focus on improving outcomes for young people aged 12-18. This includes leading the development, resourcing and implementation of the annual Active Recreation business plan, monitoring of relevant sector investments and line management of the Active Recreation Team.

Key Accountabilities

As the Manager, Active Recreation, you will:

- Provide high level thought leadership to the development and growth of active recreation as a key component of Sport NZ's strategy and the wider physical activity system:
 - Lead the development or refresh of Sport NZ's annual Active Recreation business plan, with a strong focus on outcomes for rangatahi, and including the development culturally distinctive pathways.
 - Manage the implementation of this annual plan, both externally and across Sport NZ, including delivering on key projects within in the plan.
 - Lead the inclusion of Sport NZ's Active Recreation response to Sport NZ strategy, other Government directives and the needs of the recreation sector.
- Strategically lead the regular review and monitoring of systems and structures that enable rangatahi to be physically active through active recreation:
 - Lead Sport NZ's approach to maintaining strategic alignment and relevance to different recreation sectors (e.g. outdoors, exercise/fitness, cultural movement and dance/the arts).
 - Champion youth development principles through all Sport NZ work.
- Ensure Te Tiriti o Waitangi is acknowledged and reflected in the development and implementation of Sport NZ's Active Recreation initiatives.
- Lead the development and maintenance of strong and effective relationships with key stakeholders across New Zealand, including Regional Sports Trusts, National and Regional Recreation Organisations, local councils and relevant government agencies.

- Collaborate with internal teams including Priority Communities, Priority Populations, Sport Development, Spaces & Places, Policy and Education to ensure all delivery activities are well aligned.
- Manage the storytelling, insights, impact and evaluation approaches of active recreation initiatives alongside the Communications and Research, Evaluation & Insights Teams.
- Lead and motivate Sport NZ's Active Recreation Team, including:
 - Oversight of the development and implementation of project plans and work plans, including full financial management responsibility related to all Sport NZ active recreation work and investments.
 - Coaching/personal development, performance management, project management, and prioritisation of key deliverables.
 - Development of a culture within the Active Recreation team that is consistent with Sport NZ culture and its Group Values.
 - Contribute positively as a member of the broader PARS business unit leadership team including providing thought leadership and connection across all PARS work plans.
- Provide proactive support, advice and timely information to the Group Manager PARS, including to inform and update the Minister of Sport and Recreation, the Sport NZ Board, Te Taumata Māori and Group Executive Team as required on Active Recreation related initiatives.

Health, Safety & Wellbeing

All Sport NZ staff have a responsibility to work towards maintaining a safe and healthy work environment for both work colleagues and visitors, including contractors. This is achieved by:

- Practicing and encouraging safe work methods, using resources and equipment appropriately.
- Taking all reasonable and appropriate steps to minimise and where possible, eliminate the risk of harm or injury to others.
- Reporting all workplace hazards, incidents or near misses to the appropriate person or authority.
- Individual ownership of personalised wellbeing initiatives that are supported by Sport NZ.
- Sport NZ health, safety & wellbeing policies and processes are observed and implemented on time and to standard.

Key Relationships

Internal

- Active Recreation Team
- Group Manager PARS
- PARS Managers/Leads
- Sport NZ Board and Te Taumata
- Managers of other teams including Priority Communities, Priority Populations, Strategy & Investment, Marcomms, Partnerships, RE&I, Rautaki Māori and Policy

External

- National and Regional Recreation Organisations
- Local Councils
- Regional Sports Trusts
- Relevant Government agencies
- Relevant Youth Development Organisations

Person Specifications

As the Manager, Active Recreation you will have:

- Experience:
 - Proven experience in managing stakeholders, teams and individuals to achieve quality outcomes.
 - An extensive background in, and deep understanding of, the value of active recreation, and those who deliver it, ideally in New Zealand.
 - Comprehensive understanding, derived from work experience, of the wider value that play, active recreation and sport (physical activity) have to society and the system's challenges and opportunities, especially as they relate to communities of disadvantage.

- Experience in strategically leading and managing the design and implementation of national programmes/plan.
- Knowledge of the systems, structures and operating models that underpin the play, active recreation and sport sectors across Aotearoa.
- Experience working with young people and communities of disadvantage.
- Strong team leadership experience.
- Skills:
 - Understanding of Te Tiriti o Waitangi and commitment to advancing your personal cultural competency.
 - Strong knowledge of the nature of active recreation, and the contribution it makes to individual and societal health.
 - Knowledge and understanding of positive youth development.
 - Exceptional relationship building skills, accompanied by high levels of emotional and social intelligence, effective in managing these internally, externally, and across all levels of the organisation.
 - Understanding of complexity systems.
 - Knowledge and understanding of Sport NZ's strategies and approaches, specifically the Insights, Locally Led and Physical Literacy approaches.
 - High quality verbal and written communication skills, with the ability to engage and communicate effectively to a wide range of stakeholders and audiences including across local and central Government.
 - Proven leadership capability of experienced, and diverse, employees.
- Qualifications
 - A relevant tertiary qualification
- Knowledge of, and commitment to, Te Tiriti o Waitangi
- Knowledge of Sport NZ's role and responsibilities as a Crown Agency and an awareness of the wider social and political context in which Sport NZ operates.

Further Information

Delegated Authorities:

Your job holds delegated authority for financial decisions and other matters. Please refer to the Delegations Manual for more information.

Flexible Work Arrangements:

This is a **full-time position**, but we are happy to explore flexible work arrangements as part of this role. In line with the flexible working arrangements policy.

About Sport NZ

Our Commitment to Te Tiriti o Waitangi

Sport NZ Ihi Aotearoa is committed to Te Tiriti o Waitangi through the enactment of the Treaty Principles, Partnership, Protection, Participation. As a Crown Entity we are a partner to Te Tiriti o Waitangi and with that comes an accountability and responsibility to uphold the mana o Te Tiriti o Waitangi

Sport NZ Ihi Aotearoa is also committed to building a bi-cultural foundation that acknowledges:

- **Our past** - Sport NZ is committed to upholding the mana of Te Tiriti o Waitangi
- **Our present** - Sport NZ is the kaitiaki of the play, active recreation, and sport sector
- **Our future** - enabling opportunities for tangata whenua and all New Zealanders to participate and succeed

Public Service Commission

Ka mahitahi mātou o te ratonga tūmatanui kia hei painga mō ngā tāngata o Aotearoa.

i āiane, ā, hei ngā rā ki tua hoki. He kawenga tino whitake tā mātou hei tautoko i te Karauna i runga i āna hononga ki a ngāi Māori i raro i te Tiriti o Waitangi.

Ka tautoko mātou i te kāwanatanga manapori. Ka whakakotahingia mātou e te wairua whakarato ki ō mātou hāpori, ā, e arahina ana mātou e ngā mātāpono me ngā tikanga matua o te ratonga tūmatanui i roto i ā mātou mahi.

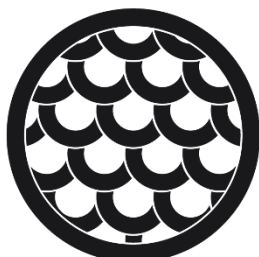
In the public service we work collectively to make a meaningful difference for New Zealanders now and in the future. We have an important role in supporting the Crown in its relationships with Māori under the Te Tiriti o Waitangi. We support democratic government. We are unified by a spirit of service to our communities and guided by the core principles and values of the public service in our work.

Business Unit

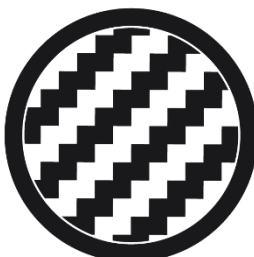
Sport NZ's **Play, Active Recreation and Sport (PARS)** Business Unit consists of four teams – Play, Active Recreation, Sport Development and Education – as well as functional leadership of Sport NZ's thought and project leadership for Tamariki, Rangatahi, Priority Communities and relevant activation funds (including Tū Manawa).

These teams/personnel work collectively alongside other teams in the organisation, to deliver outcomes in line with Sport NZ's current Strategy 2020-24 and future Strategic Plan 2024-28, in particular by:

- Providing organisational and sector leadership in the provision of quality play, active recreation, sport and PE opportunities and experiences for tamariki and rangatahi.
- Supporting partner organisations, and wider systems, to deliver high quality opportunities and experiences for tamariki and rangatahi.
- Building constructive relationships with partners and key stakeholders, working with them to align, promote and achieve Sport NZ's strategic objectives.
- Enhancing the capability of Sport NZ and our partner organisations by providing a range of capability building resources, insights, expertise, investments and support.
- Working in partnership with key stakeholders to enhance the capability of New Zealand's play, active recreation and sport system to positively impact on tamariki and rangatahi's levels of physical activity and, through this, their wellbeing.



HE TANGATA
WE STAND FOR THE PEOPLE



MAHI TOA
WE STRIVE FOR THE REMARKABLE



NGĀTAHI
WE'RE BETTER TOGETHER