

Floorball New Zealand
1 Earn Place
Island Bay
Wellington, New Zealand



Women's U19 National team manager 2017/2018 – Job description

Floorball New Zealand has entered a Women's U19 National team into the World Floorball Championships Qualification for the first time. As one of only two countries registered from the Asia-Oceania Region, New Zealand has directly qualified for the U19 Women's World Floorball Championships. The World Cup Finals are held in Switzerland from 2 to 6 May 2018. The other team from the Asia-Oceania region is Australia.

Floorball New Zealand is committed to further improve and strengthen the Floorball performance of the New Zealand National teams. Therefore, Floorball New Zealand is looking for a National Team manager for the Women's U19 National team for the campaign of the 2018 World Floorball Championships. The manager will work closely with the head coach who will lead, train and coach the team from Mid 2017 until the World Cup Finals in May 2018 in Switzerland. The team manager will support the head coach with administration, organisation and team management.

The successful applicant will have:

- A real passion for Floorball and the development of individual players as well as a positive team culture and spirit
- A strong dedication to work with young and developing players and help them become a strong part of future National teams
- Very good organization and communication skills to work effectively with the head coach and to liaise with players, parents, IFF, other countries and local organizers.
- A positive and supportive attitude to inspire and encourage all players

Due to the fact that a large part of the players for the New Zealand National team is based in the lower North Island, the main training location will likely be in Wellington. Trainings will be in the form of weekend training camps and individual training days spread over several months.

Job title: National team manager, Women's U19 National team
Reports to: Floorball New Zealand committee
Works with: Floorball New Zealand committee, General Secretary and Treasurer
National team head coach
Other coaching and team staff
Players and for any underage players also with parents

MAIN DUTIES & RESPONSIBILITIES:

- team emails and communication
- training bookings, training schedule for training weekends and overseas trainings
- organisation of team travel, accommodation, local transport and food
- organisation of other team activities, e.g. site seeing, team building, etc.
- liaise with Floorball NZ about team uniforms and gear, incl. presents/gifts for other countries
- liaise with IFF and local organisers, complete team lists, etc.
- liaise with additional team staff and team support (e.g. medical staff, fitness coach, nutritionist, etc.).
- put together a budget for the campaign, coordinate team fundraising activities and team costs and liaise with treasurer of Floorball NZ who will check and approve the budget
- liaise with Floorball NZ about grant and sponsorship applications
- monitor payments of players and sponsors and put final accounts together for the campaign and report back to the treasurer of Floorball NZ to sign off final account

POSITION REQUIREMENTS:

- Very good organization skill and preferably experience at organizing and administrating sports teams or organizations in New Zealand.
- Good communication skills with the ability to communicate effectively verbally and in writing to players, team, head coach and a wide range of stakeholders
- Sound interpersonal skills with the ability to tailor interactions to achieve desired outcomes
- Strong passion and commitment to develop a strong and positive team culture
- Ability to work independently and as a team member and cope within a changing environment while achieving goals
- Commitment to meet players and head coach's needs; and
- Commitment to continuous quality improvement.

Floorball New Zealand is currently not in a position to offer payment for this position or offer any compensation for travel expenses, accommodation, food, etc. in connection with the role as team manager. Any applicant applying for this role is doing so in a volunteer capacity.

REGISTRATION OF INTEREST:

Applicants interested in the role of New Zealand Women's U19 Floorball National team manager are to submit their application and resume to:

Ole Pedersen, President of Floorball NZ, floorball@xtra.co.nz

via email no later than 3 August 2017.

Floorball New Zealand endeavors to appoint a National team manager by late August 2017.

As the National team manager will work with under age players, a police check is required and should be submitted together with the registration of interest.

At least one reference should be indicated who can be contacted by Floorball NZ as required.

For any further questions, please contact:

Floorball New Zealand
Ole Pedersen
floorball@xtra.co.nz