



Function Description – National Technical Director (NTD)

Position Title: National Technical Director **Date:** September 2022
Location: NZ **Reporting to:** Board of Directors

Overview:

Reporting to the President on behalf of the Board of Directors, the National Technical Director (NTD) is responsible for the development & management of technical aspects of Judo New Zealand (JNZ), the national organisation for the promotion and development of Judo in New Zealand.

This organisation generates a complex range of issues of both an operational and strategic nature. The position requires a person who is able to communicate JNZ's position clearly to a range of interest groups, including Sport NZ, NZOC, members, officials, volunteers and supporters, the general public, other national sporting / recreation organisations, local and national government agencies..

The JNZ Strategic Plan forms the basis of the operational technical plan that the NTD will be responsible for actioning.

Purpose of Position:

To ensure that the strategic goals of the Board of Directors and the organisation are consistently achieved.

Reporting Relationships:

Reporting to the NTD:

1. Casual technical Contractors

Key Areas:

1. Liaison with National Business Director (NBD) regarding funding to support technical operations and the development of the sport.
2. Provide leadership and direction to JNZ in the delivery of primary technical objectives and implementation of JNZ technical vision and mission.
3. Responsible for implementation of technical operational plans, policies and procedures to enable JNZ to achieve the strategic direction set by the Board of Directors.

Best Practice Management:

1. Work with the President to develop and improve organisation technical governance and other policies that support the operational technical functions of JNZ.
2. Development and implementation of strategic and operational technical plans to support the strategic direction.
3. Optimise technical systems and procedures to ensure efficient and compliant operation of JNZ. Systems include technical management, reporting and recording.

4. Instigation of effective key technical performance reporting processes.
5. Maintain and develop functional relationships with the JNZ Board of Directors and key stakeholders.

Technical

1. Responsible for the successful implementation of systems and standards to enable the development and/or achievement of technical strategies.
2. Accountable for the day to day management, of the technical affairs of JNZ in accordance with the Bylaws, Appendices, Codes, Policies and Procedures of Judo NZ and within such discretions as may be allowed by the Board of Directors.
3. Specify key performance indicators detailing accountability and performance measurement relating to technical performance.
4. Liaise with pertinent parties to arrange the development and implementation of necessary information technology and reporting systems to ensure the reporting/recording of accurate and timely information.
5. Complete the administrative tasks associated with individual and team international competition entry

Communication

1. Ensure internal communications are in place to assist with the achievement of technical strategies.
2. Ensure that changes to JNZ Bylaws, Appendices, Codes, Policies and Procedures approved by the Technical Directorate are advised to the appropriate parties in a timely and satisfactory manner.

Stakeholder Relationships

1. Develop effective and positive public profile perceptions of JNZ through the Board of Directors, media, sponsors, volunteers, officials and other stakeholders
2. Drive policies that result in technical services and development supporting strategic technical alliances and contribute to JNZ's technical development goals.
3. Need to be able to identify with and relate to unpaid volunteers who are not in a contacted relationship or a direct business relationship with the NTD.

Relationship Management

1. Manage internal / external relationships in a manner which supports best practice.
2. Ensure JNZ achieves performance management targets

COMPETENCIES:

Strategic Leadership

Ability to look beyond the technical operational issues. To identify and scope philosophical external and internal issues which are likely to significantly impact on the organisation in the short to medium term.

Organisational Leadership

Demonstrate a comprehensive knowledge of how to implement technical strategy in an organisation. A proven ability to identify opportunities aligned to organisation strategies and direction.

Provide a clear sense of direction. Acts as a leader by clarifying stakeholder group goals, motivates stakeholder group to perform and provides suitable rewards for strong performance.

Operational Accountability

Apply pragmatism so that solutions are based on best practice and are a natural fit between strategic alliance / partner aims, values and agreed outcomes.

Technical Management

The ability to ensure that the technical resources of the organisation are used efficiently and to maximum benefit in accordance with the organisation's strategic directions.

Relationship Management

Acts as the hub gathering information, member and stakeholder reactions and is innovative in creating and leading the appropriate response that results in a cohesive climate within the work environment.

Demonstrates the ability to develop and sustain constructive relationships with other individuals and organisations including National Sport Organisations, government agencies and community organisations.

Communication Skills

Demonstrates the ability to express thoughts and ideas clearly and effectively to a range of different audiences in a variety of settings.

Decision Making

Undertakes a rigorous analytical approach to evaluate proposals, consistently uses logic as basis for action and utilises influence to motivate others to accept / implement decisions. Makes tough decisions and takes responsibility for the outcomes.

Business Acumen

Researches and analyses information in order to identify potential issues or capitalise effectively on opportunities.

Understands and manages technical operation vis a vis operational implications of revenue versus expenditure and accounts for these while consistently achieving agreed objectives.

Administration

Develops and maintains efficient administrative process in order to complete the requirements of the role.