

## POSITION DESCRIPTION

**Position Title: HIGH PERFORMANCE DIRECTOR**

**Name: HAYLEY STOREY**

**Reporting to:**

- Taekwondo New Zealand Board
- Taekwondo New Zealand Management

**Responsible for:**

- Supervising High Performance Taekwondo development in New Zealand
- Administration of all elite level TNZ High Performance events, including training, seminars and tournaments
- Oversight of all TNZ High Performance National Teams

**Position summary:**

To develop High Performance Taekwondo in New Zealand through:

- Supporting and advising Member Organisations, Clubs and Coaches to identify and develop their athletes.
- Liaising with the National Team Coaches with respect to overall strategy, planning and event management.
- In conjunction with TNZ Board, develop and implement a 2 to 5 year strategy for High Performance Athlete Development for presentation to the TNZ Board.
- Establishing and promoting contacts with outside agencies that are able to assist with TNZ High Performance goals.
- Create and work towards Key Performance Indicators for the High Performance Directorate

Please note: This is not a coaching or technical role - it is an Administrative role.

**Tenure and Conditions of Appointment:**

This is a voluntary position and there is no remuneration attached to the position. All expenditure requires prior approval of the Taekwondo New Zealand Board.

**FOR 31<sup>st</sup> January 2024 until 30<sup>th</sup> April 2025**

- This position is contingent on the ongoing confidence and support of the Taekwondo New Zealand Board and meeting the Key Performance Indicators.
- All information acquired during this appointment is confidential to Taekwondo New Zealand and should not be disclosed to third parties except as permitted by law and with prior clearance from the Taekwondo New Zealand Board.
- Breach of the Conditions of Appointment and/or poor performance in the key tasks will result in a TNZ Board enquiry and possible termination of appointment.

**Functional relationships:**

Internal

Taekwondo New Zealand Board, Directors and Officers  
Management Support  
National Team Selection Panels  
Technical Advisory Committee  
National Head of Team  
National Team Manager  
National Team Head Coach  
National Team Doctor?Medical Officer  
Other National Team Officials  
Member Organisations, Athletes and their coaches  
National Team Athletes

External

External service providers (e.g. SNZ, NZOC)

## **Key tasks to be performed by the National High Performance Director:**

### **Planning and Administration**

- Strategic planning: Advising the TNZ Board and carrying out strategic plans on an on-going basis.
- Assist planning and administration of selection events and other TNZ operated events/ tournaments for athletes
- Assist in the development of athlete registration and athlete contracts in conjunction with the TNZ Board or their authorised delegates and the National Team Head Coach(es).

### **Selection and Team Management**

- Recommend to the TNZ Board, the advertising and appointment of National Team Management positions, including Head of Team, Team Manager(s), Coach(es), Team Trainer(s) and Medical Staff. Recommendation is to include dates and events specific to the team appointments.
- Recommend to the TNZ Board the appointment of members of the TNZ Selection Panel, the Panel convening dates, Athlete selection dates and appointment dates of National Teams.
- Liaise with TNZ Board and National Team Head Coach(es) on development of national coaching personnel structure to ensure optimal coaching for all TNZ athletes.
- Oversee the coaching and training programmes of the TNZ National teams
- Assist and advise TNZ Board to strategies and processes to improve the skill of coaches, instructors and athletes.
- Ensure that athletes and officials abide by TNZ Codes and Policies when representing New Zealand.

### **Performance Management**

- Performance evaluation of all athletes under TNZ Coaching staff including, raw data evaluations, constructive verbal feedback and where required written assessment.
- Ensuring that all TNZ sanctioned training and performance events are to a high standard of health and safety.
- Act as a role model and work in an ethical manner.

### **High Performance development**

- Collect data to establish a baseline level of High Performance at national and international levels.
- Develop long term goals (2 to 5 years) for the development of High Performance at national and international levels.
- Provide advice, constructive feedback and develop program elements based on athlete's needs.
- Provide advice, constructive feedback and develop program elements based on the needs highlighted from collected data.
- Ensure that elite athletes gain international experience through access to overseas tournaments as part of the long term High Performance goal.
- Developing links and functional relationships with sports organisations to develop athlete technical skills and fitness
- In conjunction with National Coach(es) stay up to date with international policies and development of Taekwondo to ensure that elite athletes have a competitive edge. Especially with respect to:
  - Rule changes and their effect on ring strategy and techniques.
  - International trends in techniques, strategies and training methods.
  - Scoring methods and equipment.
- Review National Team athlete's performance at target events and providing post performance written evaluation.
- Identify technical, physical, emotional and mental needs of athletes to enable feedback into the High Performance Development program.
- The TNZ Board may delegate other tasks related to the development, selection and management of the representative New Zealand team as required.

## **Performance Criteria**

- Agreed deadlines and performance criteria to be met
- Comply with program requirements
- Information provided to the TNZ Board is accurate and timely
- Absence of justifiable complaints from relevant parties, both internal and external
- Work to maintain a good team environment
- Oversee a high quality coaching and teaching
- Compliance with Taekwondo New Zealand codes, policies and procedures
- Oversee an adherence to Taekwondo New Zealand Code of Conduct for coaches
- Function to the satisfaction of the Taekwondo New Zealand Board.

***I have read and understand the above position description and my responsibilities in this position:***

**Signed** \_\_\_\_\_

**Date** \_\_\_\_\_