



## VACANCY: Athletics Wellington Community Engagement Lead

### Athletics Wellington

Athletics Wellington is the regional sports body responsible for the promotion and development of athletics in the greater Wellington region. The Athletics Wellington region stretches from the shores of Wellington to Eketahuna in Wairarapa and Ōtaki on the Kāpiti Coast and consists of 25 clubs and over 2,500 members. Our vision is “to grow opportunities for the people of Greater Wellington region to engage with and enjoy athletics” This vision incorporates all aspects of the sport from participation to competitive athletics, coaching, officiating, and volunteering.

### The role

Athletics Wellington Community Engagement Lead is a new role which will drive the engagement, development, and promotion of the sport particularly through our schools and clubs focusing on tamariki and rangatahi. The role is full time and will report to the General Manager of the organisation, and be a key person in supporting our designated lead volunteers in delivering all athletics programmes with the aim of

- Increasing participation in competitive and social athletics in the Wellington region
- Increase the number and improve the quality of athletics coaches and officials in the Wellington region
- Support Athletics Wellington’s clubs and schools to improve their delivery and capability

To be considered for this role, you will need to be a dynamic self-starter with a passion for sport and providing engaging support to others. Ability to work with leaders of our young people to enable quality experiences and opportunities in athletics is paramount. You will need the ability to swiftly build relationships with a wide variety of key stakeholders to maximise the benefits for the sport. It is desirable to have knowledge and empathy and understanding for key programmes for coaching, officiating, and volunteering in youth sport including long-term athlete development for athletes at all levels.

### Personal Attributes, Skills, and Experience required:

- *Excellent interpersonal skills*
- *Be a confident communicator, and comfortable with engaging and building relationships with groups*
- *Possess excellent presentation/delivery skills with strong written and verbal communication skills*
- *A dynamic person with self-initiative, goal orientated with a passion for sport preferably in athletics*
- *Good time management and organisational skills*
- *Some knowledge of the principles, issues and challenges of coach, officials, and volunteer education.*
- *Knowledge of working with regional sports organisations and schools.*
- *Experience and a sound knowledge of the principles of sports coaching and event management.*
- *Be able to deliver in an educational setting, at primary, secondary level*
- *Sound working knowledge of Microsoft computer programmes and social media platforms*
- *A commitment to on-going professional development*
- *Be able to work flexible hours and preferably have a current drivers’ licence*

This is a full-time role, with a flexible working week as some duties will be carried out over weekends at times. Candidates would preferably be based in the Wellington region as work location will be from home and the Newtown Park Athletics stadium when required or clubs and schools within the region.

Applications (Cover Letter and CV) should be submitted to the Athletics Wellington General Manager by email. A full job description is also available on request to the General Manager [gm@athleticswellington.org.nz](mailto:gm@athleticswellington.org.nz) Applications for this position **close 5pm Friday 26 August 2022**

For more information on Athletics Wellington visit us at [www.athleticswellington.org.nz](http://www.athleticswellington.org.nz)