







Black Fern Sevens Team Manager

The Black Ferns Sevens Team Manager is responsible for leading the operational delivery and daily management of the Black Ferns Sevens programme to support world-class high-performance outcomes and success at pinnacle events. Working closely with the Head Coach and wider management team, the role drives alignment and effective programme delivery across all areas of the environment. The Team Manager plays a critical role in creating a connected, high-performing environment that enables the Black Ferns Sevens team to achieve sustained success on the world stage.

					
Location	Team	Leader	Employment Type	Direct Reports	Span of Control
Mount Maunganui	High Performance	Black Fern 7s Head Coach	Fixed Term	Nil	Nil
Key Stakeholder Groups Internal: Black Ferns Sevens Players and Management, NZR employees, Managers and Coaches of other National Teams. External: NZ based Super Rugby Franchises, Provincial Unions, World Rugby, High Performance Sport NZ, New Zealand Olympic Committee					

What You Do

Team Logistical Requirements

- Organise in consultation with key NZR staff all team logistical requirements including; travel; accommodation; outfitting; equipment needs etc
- Establish and maintain effective systems and processes to manage and monitor operational management requirements
- Develop and manage the team's financial budget in consultation with the NZR HP Finance Administrator
- Monitor expenditure to ensure that the budget is met
- Co-ordinate all media interaction and releases where required in consultation with the NZR Communications team
- Complete End of Campaign and other requested reports as required and within agreed time frames

Team Culture

- Be part of establishing a team vision, values and standards that are aligned to the goals of NZR;
- Help to ensure that there is a shared understanding and adoption of the team vision, values and standards by all Team and Team Management members;
- Establish appropriate disciplinary standards within the contractual requirements of the Collective Employment Agreements and/or NZR policies
- Model the Black Ferns Sevens and NZR values and standards at all times;
- Demonstrate personal credibility, honesty, high integrity, and show an ability to handle pressure and stress appropriately.

- Resolve any issues or conflict in a timely fashion and positively influence a high performing team environment.
- Ensure that the wellbeing of the team and team management is prioritised.

Relationship Management

- Build and maintain working relationships with offshore counterparts and other key contacts to ensure that the programme is effectively managed
- Develop and maintain strong relationships within the NZR, Super Rugby, Provincial Unions and other sporting environments
- Establish strong relationships with key stakeholders such as HPSNZ, World Rugby and NZOC.
- Build effective relationships with external providers and other business networks to ensure all team requirements are met

Player Management

- Build and maintain effective working relationships with players
- Assist the Integrity and Womens Professional Rugby Manager to provide appropriate induction and exit protocols and processes for all staff in the Women's Sevens programme.
- Lead the delivery of appropriate induction and exit protocols and processes for all players across the Women's Sevens and Black Ferns programmes.
- Ensure all players understand their contractual obligations to NZ Rugby including key sponsors, promotions requirements etc
- Keep a record of each player's promotional hours in alignment with the Women's MOU. Communicate this accordingly with key NZR people
- Ensure all players comply with established requirements i.e. commercial, medical team, media, promotional obligations etc
- Provide information, support and feedback to the Coach and NZR to enable team members to perform to their maximum potential
- Ensure all players are well versed on drug protocols and consequences

Media Duties

- Work with the NZR Communications team to identify and manage media and content opportunities
- Facilitate in-tournament and in-camp media requests
- Ability or willingness to learn to produce some social media and digital content as required

Health & Safety (for self)

- Takes personal responsibility for keeping self free from harm
- Follows safe working procedures
- Reports incidents promptly
- Reports hazards promptly and suggests appropriate remedies
- Knows what to do in the event of an emergency
- Co-operates in implementing rehabilitation plan

National Teams

- Work closely with and foster collaboration to ensure efficiencies are created across all national teams

What You Bring

Key experience and skills include:

- Proven experience in a high-performance sport leadership or management role.
 - Experience managing high-performance campaigns and preparing teams for international competition.
 - Strong understanding of New Zealand Rugby, professional sport and high-performance environments.
 - Experience working at major international sporting events.
 - Experience effectively budgeting and co-ordinating resources.
 - Proven ability to effectively coordinate resources and manage multiple competing priorities, projects and stakeholders to meet deadlines and deliver outcomes.
 - Experience working within a women's high-performance programme.
 - A tertiary qualification in management, sport or a related discipline would be advantageous.
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