General Manager - Professional Rugby Relationships

The General Manager (GM) - Professional Rugby Relationships is primarily responsible for the employment relationships with individual, professional and emerging professional rugby players in New Zealand. This includes taking a lead role in the negotiation of contracts for individual players (including the All Blacks) and Team Management and ensuring the provision of strategic advice and support to professional and emerging professional rugby programmes in respect of contracting and relationships.

In addition, the role supports the Chief Rugby Officer in managing NZR's business, governance and employment relationships with New Zealand's five Super Rugby Clubs and manages the day-to-day responsibility and relationship with the New Zealand Rugby Players' Association.

Location	**Team**	**Leader**	**Employment Type**	**Direct Reports**	**Span of Control**
Auckland / Wellington	**Rugby Delivery**	**Chief Rugby Officer**	**Permanent / Full Time**	**3**	**6**

Key Stakeholder Groups

Internal: NZR CEO and Executive, NZR Board, NZR employees, Teams in Black

External: NZRPA, Professional Players and their representatives, Teams in Black Coaches and Management, Super Rugby club management including Chairmen, CEOs and High Performance Managers, Super Rugby Coaches, SANZAAR, Provincial Union management personnel including CEOs and High Performance Managers, World Rugby, Integrity programme contacts and providers (e.g. TAB, Drug Free Sport NZ, Police, Dept of Internal Affairs, Sport NZ, private investigators)

What You Do

Individual Contracting & Relationships

Players

- Lead negotiation, implementation and management of contractual terms and conditions for Assigned Professional players within target budgets, provide oversight and management of the Contracting and Relationships Managers delivery of these duties in respect of their Assigned Professional players. This includes:
    - Leading negotiations with All Black Players and other significant players within the national environment
    - Coordinating team meetings to ensure relevant information across the Contracting and Relationships team is shared as appropriate, ensuring a coordinated team approach.
- Manage performance and remuneration reviews for professional players and other identified team management, including conclusion of reviews within target budgets.
- Negotiate and manage contracts, including:

- Consulting with appropriate internal NZR Management and relevant external coaching and high performance staff, including All Blacks coaches, to appropriately assess the nature and value of the offer to be made to each individual.
- Working within established delegated authorities and budgets, including preparing and submitting Board papers, other papers and reports for decision in respect of such offers
- Documenting agreements and maintaining appropriate files and records.

- Lead the NZR Talent Retention plan and report to the Chief Rugby Officer on its implementation.
- Provide strategic leadership and support to the Player Relationships Manager – Women's Rugby in respect of contracting and employment matters.
- Draw on support from the Head of Super Rugby Relationships for player contracting as required.

Management

- Lead the negotiation, implementation and management of contractual terms and conditions for team management together with the Contracting & Relationship Managers, including:
  - All Blacks Team Management
  - National Team Management Medical staff
  - Referees.
- Manage performance and remuneration reviews for professional management staff and other identified team management, including conclusion of reviews within target budgets.

Professional Rugby Employment Relations Support

- Liaise with Assigned Professional teams on a regular basis to monitor their contracting activity and planning, and to ensure their compliance with established provisions relating to contracting, working with the Head of Super Rugby Relationships, who leads the compliance monitoring and assurance programme for Super Rugby Teams.
- Provide support, advice, education materials and resources to Assigned Professional teams to assist them in negotiating contracts with players.
- Lead the annual Super Rugby Selection Process, including the Super Rugby Replacement Player process, with support from the Head of Super Rugby Relationships.
- Overall responsibility for:
  - Compliance with World Rugby and NZR Board regulations relating to player eligibility to play for NZ national teams.
  - Providing strategic support to the Contracting & Relationships Managers in managing the contractual and selection implications of NZR's participation in Olympic Sevens Rugby for both the All Black and Black Ferns Sevens squads.
  - Enhancing NZR's communication with overseas-based NZ players and monitoring the movement of these players and overseas rugby developments.
- Approve the contracting of overseas players and foreign players within delegated authorities and where necessary report to the NZR Board for approval.
- Lead or support the Integrity & Women's Professional Rugby Manager and the General Counsel or senior managers (as relevant) to resolve employment disputes and misconduct matters.

Professional Rugby Relationship Management

- Develop robust and professional relationships with NZR's Professional and emerging professional players, as well as associated coaches and management / administrators, by:
  - Organising regular visits to Team bases to meet with players and management personnel
  - Attending Team assemblies and camps and working closely with relevant NZR leaders while in these settings
  - Delivering education sessions to players and/or parents or caregivers

- Arranging one-on-one or small group meetings with players and/or parents or caregivers
- Maintaining file notes of meetings.

- Foster professional relationships with NZR's Professional player's representatives.

Professional Rugby player / team responsibilities

Professional Rugby player / team responsibilities for this role may vary from time to time as required by the Chief Rugby Officer, but can include:

Contracting & Relationships

- All Blacks players and other players with NZR Retainer Components.
- Support Assigned Professional Super Rugby teams in contracting players.
- Assigned Age-Grade and other "Teams in Black".
- Primarily responsible for overseas based players relationships.

Collective Employment Agreement (CEA) and NZRPA Relationship

- Manage the day-to-day responsibility and relationship with the NZR Players' Association.
- Provide expert advice and support to the Chief Rugby Officer in respect of collective bargaining matters, including being a lead advocate for player contracting and relationships and retention initiatives as well as:
  - Coordinating consultation with relevant NZR stakeholders such as Provincial Unions and, together with the Head of Super Rugby Relationships, Super Rugby Teams
  - Acting as a lead advocate during bargaining sessions and in other communications with the NZRPA
  - Overseeing the drafting of agreements by the General Counsel and Legal Team.
- Liaise with the NZRPA and accredited agents as necessary on player management and CEA issues.
- Champion compliance with the CEA amongst own team and in supporting Assigned Professional teams, including supporting other members of the Rugby team with their legal and relationship interface with the NZRPA.
- Advise Assigned Professional teams on CEA compliance and respond to miscellaneous questions and maintain a sound command of CEA provisions.
- Act as a NZR representative on the Benevolent and Welfare Panel.

Integrity Programme

- Provide strategic leadership and support to the Integrity & Women's Professional Rugby Manager in the development, implementation and management of a 'fit for purpose' Integrity programme within NZR, including regulations, policy development, education and monitoring relating to a range of areas including:
  - Anti-corruption and problem gambling
  - Doping and use of performance enhancing drugs
  - Supplements use
  - Illicit drug use and misuse of prescription medicine / legal highs
  - Diversity programmes.
- Seek support where required for the above programme from internal stakeholders (such as the Legal Team), including for the conduct of investigations into breaches of regulations and/or policies.

General

- Support the Chief Rugby Officer and Head of Super Rugby Relationships as required to manage NZR's business relationship with New Zealand's Super Rugby Teams.
- Support the Chief Rugby Officer to conduct any strategic review of NZR's contracting systems.
- Undertake other duties or project work as determined by the Chief Rugby Officer to meet team and organisation objectives.
- Draft correspondence where necessary, or as directed, on behalf of the team.
- Oversee delivery of the Professional Rugby monthly payroll, including signing authority.
- Liaise with the Head of Health, Safety & Injury Management to ensure that all claims management responsibilities and associated administration / development is completed to adequately service professional players and support staff.

Budget Management

- Monitor expenditure from the Player Payment Pool and ensure NZR is meeting its budget targets.
- Oversee the annual budgeting process for the non-player payments and Integrity budgets as well as team operational and overheads budgets and ensure NZR is meeting its budget objectives.

People Leadership

- Represent NZR in an exemplar fashion displaying outstanding leadership, judgement, decision making and behaviours in managing and promoting NZR.
- Support the development and promotion of NZR's strategy, business direction, annual plans and budgets.
- Oversee areas of responsibility ensuring expert advice and support in line with NZR requirements as appropriate.
- Provide clear and supportive leadership of direct reports to enable them to achieve their agreed KPIs and contribute to the direction of NZR.
- Ensure People & Capability strategies and initiatives are actively supported in regard to management and leadership of all NZR employees.
- Establish and maintain effective working relationships with NZR employees (including Players, Coaches and Referees), external parties and other networks as required.
- Manage and oversee the Contracting & Relationships Team's performance of their duties, including delegating work as necessary.
- Build an open, enjoyable and "winning" team culture and relationship within the Contracting & Relationships Teams.

Organisational Capability

- Display sound business judgment and decision-making capability.
- Provide clear and supportive leadership to all employees to enable them to contribute to the direction of NZR to their full potential.
- Contribute to the development of a culture of innovation, achievement and commitment to business outcomes.

What You Bring

Key experience and skills include:

- Significant experience working in a professional sports environment.
- Significant experience in negotiating and drafting employment contracts and other legal agreements, and leading negotiations.
- Experience working in a collective employment environment, including bargaining and conducting negotiations with trade unions.
- Extensive relationship management experience.
- Management experience.
- Sound computer skills – Microsoft Office products, particularly Word and Excel programmes.
- Familiarity with "new media" applications.
- Relevant tertiary qualification (Law – preferably specialising in contract and/or employment law – or Human Resources).