



Candidate Briefing Information

New Zealand Olympic Committee

February 2020

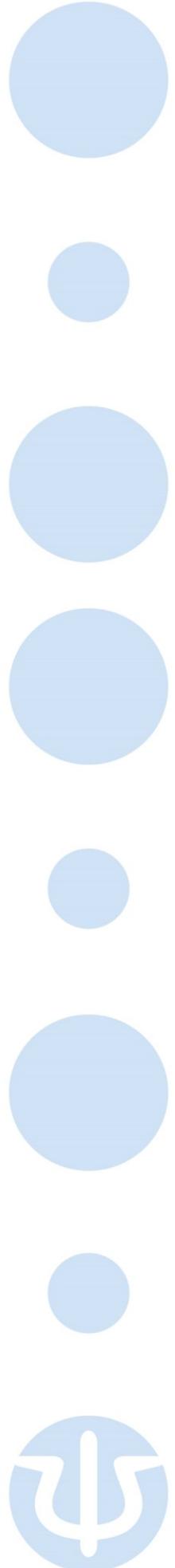
Board Member

Prepared by:

Ian Taylor
Executive Director

Raewyn Brown
Senior Research Consultant

This information is a reflection of the essential elements of the position and company history as represented to Sheffield by our client and is not intended as a formal position description. It will be subject to further elaboration or clarification at a later stage in the selection process and Sheffield accepts no liability for any representations made in good faith.



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New Zealand Olympic Committee

The New Zealand Olympic Committee (NZOC) represents the Olympic and Commonwealth Games Movement in New Zealand. The organisation holds the unique mandate to select and send teams to Olympic Games and to promote the Olympic brand and values, a role that has been held since 1911.

NZOC has a vision to inspire excellence and pride in New Zealanders and enable athletes to achieve on an international stage. Performance planning, operations and leadership are the organisation's primary focus as well as acting as an advocate for athletes and using international connections to deliver value to New Zealand.

NZOC is engaged in education programmes for young New Zealanders and, through programmes and partnerships, help fund athlete and sport development.

As a not-for-profit organisation, funding partnerships are integral to the success of NZOC. The organisation is committed to integrity as a core value and enjoys close relationships with Sport New Zealand and High Performance Sport New Zealand.

The NZOC is bound by the Olympic Charter. It also operates according to a strategic plan and prepares an Annual Report. For further information on NZOC (annual reports, strategies, people profiles etc) please click [here](#).

The Board



The NZOC Board comprises a President and five members elected by the General Assembly, together with one New Zealand IOC Member and a representative of the Athletes Commission.

As set out in the terms of the Constitution, Board Members hold the position for a term of four years which can be served for a maximum

of three times (twelve years in total). The Board Member appointment is a voluntary position and thus not remunerated.

Board meetings are held in Auckland at NZOC's Head Office in Parnell, are held mid-monthly (except for January or other extenuating occasions i.e. Olympics in August 2020) and are generally from 9:30am-1:30pm (generally 10 meetings per annum).

NZOC is now seeking applications for a position on its Board, as a current Board member will step down. Sheffield Search is assisting NZOC's Board Appointments Panel to facilitate this process.

Current Board Members are:

Mike Stanley (President)

Liz Dawson

Tony Hall

Diana Puketapu

Trevor Taylor

Annette Purvis

Nathan Twaddle (Athletes' Commission Rep)

Sarah Walker (International Olympic Committee Member)

The NZOC staff is led by Chief Executive Officer and Secretary General, Kereyn Smith.

Board Member Position Description

The Board governing policies are outlined in a separate document called Board Governance Policies (updated 7 September 2017). It details the NZOC's relationship to its members, stakeholders, the governance philosophy, practices, and individual and collective expectations. This document is available upon request.

KEY ACCOUNTABILITIES	CRITICAL SUCCESS FACTORS
<p>To provide leadership in the creation and realisation of the NZOC's vision, and the development and execution of strategies that enable the organisation thrive nationally and set standards internationally.</p>	<ul style="list-style-type: none"> • <i>Constantly and consistently articulate and represent the NZOC's vision and values</i> • <i>Effective governance relationships within member sports and the sector in New Zealand</i> • <i>Effective governance relationships with Sport NZ, High Performance Sport NZ, public and private sector partners in NZ. Plus IOC, CGF etc internationally.</i> • <i>Role clarity and alignment between governance and management</i> • <i>Vision for, and commitment to, promotion of the Olympic movement and values within NZ and internationally</i>
<p>To ensure that the organisation is led and directed at all times in the spirit of the Constitution of the NZOC (acting in the best interests of the organisation and its members) and in - line with its obligations to the International Olympic Committee (IOC) and Commonwealth Games Federation (CGF).</p>	<ul style="list-style-type: none"> • <i>Knowledge of constitution</i> • <i>Knowledge of the IOC, CGF and fulfilment of obligations to these organisations and related entities (i.e. ONOC, ANOC, various commissions</i> • <i>Standards of conduct consistent with vision and values</i> • <i>Framework for feedback, consultation, debate and resolution</i>
<p>To provide leadership in terms of the development and implementation of the NZOC strategy, and the consequent transition to new organisational models and developments over time.</p>	<ul style="list-style-type: none"> • <i>Affinity with "NZOC Statement of Purpose 2017-2020" and outcomes</i> • <i>Resourcing and management of change</i> • <i>Future-focused leadership</i>
<p>To develop policies which enable successful, accountable and objective leadership of NZOC.</p>	<ul style="list-style-type: none"> • <i>Well-founded decision-making processes.</i> • <i>Relevant and contemporary policy development and deployment</i> • <i>Ability to contest options</i>

KEY ACCOUNTABILITIES	CRITICAL SUCCESS FACTORS
<p>To provide financial governance in order to protect and optimise the assets and resources of the NZOC.</p>	<ul style="list-style-type: none"> • <i>Approval and review of financial and management processes</i> • <i>Adequate management of financial, performance and physical risks</i> • <i>Approval of budget and plans</i> • <i>Constant improvement of management processes through the use of best practices, technology and innovation</i>
<p>To oversee the implementation of appropriate governance structures, development and improvement strategies for the NZOC's key focus areas: Games Leadership, Athletes Commission, Olympic Values Education and Legacy.</p>	<ul style="list-style-type: none"> • <i>Set clear accountability for the NZOC overall and priority focus areas</i> • <i>Ensure alignment of sub strategies with overall NZOC Statement of Intent</i> • <i>Set and review Key Performance Indicators (KPIs) to foster improvement</i> • <i>Adequately resource selected improvement/development initiatives</i> • <i>Delegate appropriate responsibility and resources with effective monitoring to NZOC Commissions</i>
<p>To ensure that best practice management structures, policies and practices are in place that attract, retain and develop high quality personnel.</p>	<ul style="list-style-type: none"> • <i>Appoint CEO/Secretary General</i> • <i>Approve organisational structure</i> • <i>Approve delegated authorities</i> • <i>Regularly review as appropriate operating principles and procedures established</i> • <i>Annual planning and budgeting process</i> • <i>Conformity with accepted standards of fiduciary responsibility and management accountability</i> • <i>Constant improvement of management processes through the use of best practices, technology and innovation</i>
<p>To set clear accountabilities, performance standards and appropriate measures (KPIs) for the successful management of the NZOC.</p>	<ul style="list-style-type: none"> • <i>Service delivery measures for the NZOC, key areas of focus and commissions/ sub – entities (i.e. Edgar Olympic Foundation)</i> • <i>Appropriate financial, marketing, human resource management and operational standards and measures</i> • <i>Membership leadership, services and support</i> • <i>Measures of supporter, sponsor (and other stakeholders as appropriate) satisfaction</i>

(Part 2) COMPETENCY PROFILE

COMPETENCY	DESCRIPTORS
Strategic Ability/Thinking	<ul style="list-style-type: none"> • <i>Accurate anticipation of future consequences and trends</i> • <i>Broad knowledge and global perspective</i> • <i>Future oriented</i> • <i>Communicates credible scenarios and possibilities</i> • <i>Creates competitive and innovative strategies and plans</i> • <i>Thinks “outside the square”</i>
Leading Vision and Purpose	<ul style="list-style-type: none"> • <i>Creates and communicates a compelling purpose for the organisation</i> • <i>Sees possibilities beyond the current times – future focused</i> • <i>Creates opportunities to engage and support the vision</i>
Business Acumen	<ul style="list-style-type: none"> • <i>Knowledge of current and possible business policies, practices, trends and information</i> • <i>Understands the management environment and business of the NZOC</i> • <i>Understands and has experience of Not-For-Profit entities</i> • <i>Appreciates legal and fiduciary responsibilities</i> • <i>Understands value propositions and can evaluate their relative commercial merit – commercial focus</i> • <i>Knowledge of relevant issues such as global relationships, operating in an international context, commercial leverage and marketing</i>
Strategic Planning	<ul style="list-style-type: none"> • <i>Can set goals, objectives and measures</i> • <i>Knowledgeable about scoping assignments and projects</i> • <i>Clearly assigns responsibility for tasks and decisions</i> • <i>Monitors results: focuses on the “what”, not the “how”</i>
Governing through systems and processes	<ul style="list-style-type: none"> • <i>Practices, processes and procedures which enable management to manage</i> • <i>Restraint in imposing own practices and ideas</i> • <i>Effectively acquires information from multiple sources</i> • <i>Understands domestic and international sports systems</i>
Integrity and Trust	<ul style="list-style-type: none"> • <i>Is widely trusted and seen as a direct and open person</i> • <i>Can deal with conflict, ambiguity and information in an appropriate and positive manner</i> • <i>Acts in all settings in a way which is befitting of this appointment</i> • <i>Works effectively and discreetly as a team member on the Board.</i> • <i>Has empathy for sport generally and promotes its benefits to society</i>

COMPETENCY	DESCRIPTORS
Stakeholder Focus	<ul style="list-style-type: none"> • <i>Recognises the diversity and range of stakeholders – national and international</i> • <i>Establishes and maintains effective relationships</i> • <i>Talks and acts with stakeholders in mind</i> • <i>Is dedicated to meeting the expectations and requirements of stakeholders</i> • <i>Ensures valid information is used in decisions to do with stakeholders</i>
Quality Decision Making	<ul style="list-style-type: none"> • <i>Makes decisions in a timely manner, sometimes under tight deadlines and pressure</i> • <i>Understands what information is required in order to make decisions</i> • <i>Can achieve consensus</i>
Olympic Movement, Knowledge and experience	<ul style="list-style-type: none"> • <i>Insightful and objective appreciation of Olympic Movement</i> • <i>Understands global issues and dynamics</i> • <i>Appreciates the diversity and development issues facing Olympic and Commonwealth Games movements globally</i>

Additional Information

Additional information is available on the NZOC's website: www.olympic.org.nz/about-the-nzoc

For further information please contact:

Ian Taylor

Executive Director

Sheffield Search

Ph 027 487 7424

Raewyn Brown

Senior Research Consultant

Sheffield Search

Ph 021 917 203

Advert

Board Member



The New Zealand Olympic Committee (NZOC) represents the Olympic Movement in New Zealand and, for more than 109 years, has held the sole mandate to select and send teams to Olympic Games and to promote the Olympic brand and values. NZOC is also responsible for the delivery of the Commonwealth Games.

NZOC is now seeking applications for a position on its Board, as a current Board member will step down. Sheffield Search is assisting NZOC's Board Appointments Panel to facilitate this process.

The NZOC invites applications from suitably qualified individuals with the ideal experience and mix of strengths to deliver outstanding governance leadership of Olympic sport. In addition to a depth of governance and executive leadership experience, strengths to be considered carefully in this rotation, and which will assist and guide the decision-making process include strong commercial and business acumen, demonstrated strategic ability and stakeholder management skills, particular expertise in finance and compliance (HR, H&S and Audit & Risk) and commitment to the vision and values of the New Zealand Olympic Committee.

NZOC has a vision to inspire excellence and pride in New Zealanders and enable athletes to achieve on an international stage. Performance planning, operations and leadership are the organisation's primary focus as well as acting as an advocate for athletes and using international connections to deliver value to New Zealand.

As a not-for-profit organisation, funding partnerships are integral to the success of NZOC. The organisation is committed to integrity as a core value and enjoys close relationships with Sport New Zealand and High Performance Sport New Zealand.

Relevant information for potential applicants is available on the Sheffield website (www.sheffield.co.nz) or from Kelly Smith (kelly.smith@sheffield.co.nz).

Candidates can apply online at www.sheffield.co.nz. To apply by email, please attach your cover letter and CV and send to cvakl@sheffield.co.nz quoting 004868NZH.

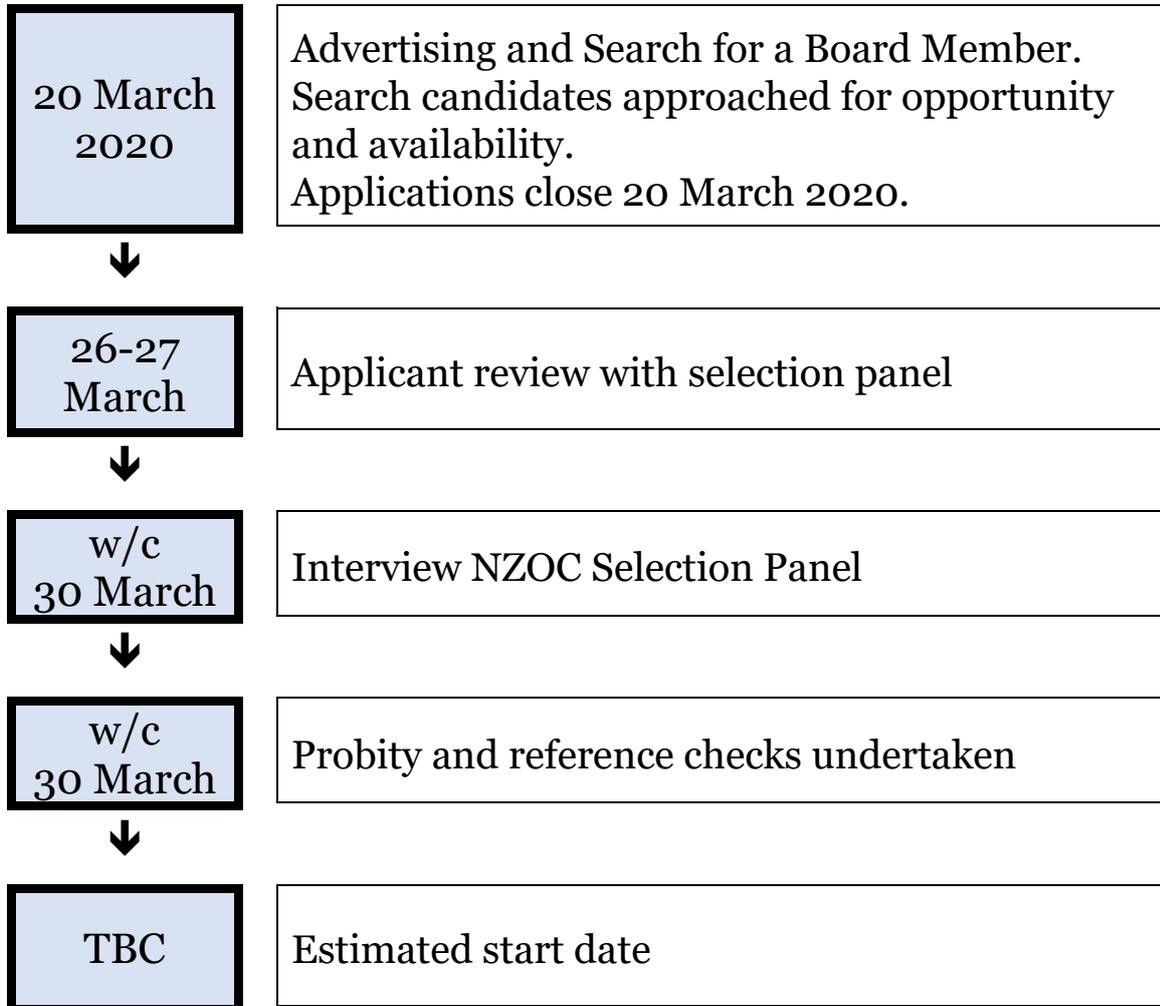
Applications close on 20 March 2020 at 5pm.

Contacts: Raewyn Brown on 021 917 203 or Ian Taylor on 027 487 7424.

LEADERS
FOR OVER
50
YEARS
Est. 1961

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• • • Member AltoPartners Executive Search Worldwide

Approximate Timeline (Draft)



Sheffield Search Contacts



Ian Taylor, Executive Director

+64 27 487 7424

ian.taylor@sheffield.co.nz



Raewyn Brown, Senior Research Consultant

+64 21 917 203

raewyn.brown@sheffield.co.nz



Kelly Smith, Personal Assistant

+64 9 367 1534

kelly.smith@sheffield.co.nz