



CHAIRPERSON

GYM FOR ALL
SPORT DEVELOPMENT COMMITTEE

KEY RESPONSIBILITIES

Key Relationships	To lead and facilitate the effective workings of the Gym For All (GFA) Sport Development Committee (SDC) so that it conducts its business in accord with the SDC Terms of Reference and Technical Committee Regulations* by –
GNZ CEO	
GNZ Community Sport Manager	
GNZ Programme Manager	
GNZ Education Manager	

- Ensuring the overall direction and focus of the GFA SDC is consistent with the objectives and strategies as set out in the Gymnastics New Zealand (GNZ) Constitution, the General Rules and Regulations and the Strategic Plan.
- Establish a draft annual (including measures) Work Plan by 31st October of the previous year for review and final sign-off by the CEO.
- Responsible for driving the output of individual SDC Members on the agreed actions required of them including those outlined in their respective role descriptors.
- As agreed with the CEO, the Chair of the SDC may co-opt individual/s on to the SDC as necessary in compliance with the parameters outlined in Regulations.
- Where appropriate, be available to be consulted by, or liaise with, GNZ employees and the wider Code community.
- Administer a minimum of three SDC meetings per year and, where required, attend meetings requested by the GNZ Board or CEO.
- Conduct an annual review of each individual SDC Member against their respective role descriptor followed by a report to the CEO summarising performance and achievements against responsibilities of the collective by 31st October.

Desired criteria:

- Excellent organisation, administration, planning skills.
- Experience leading and managing teams driving effective outcomes.

November 2018

*the GFA SDC will work in accordance with the Technical Committee Regulation due to the similarities of the groups

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- A demonstrated understanding of governance principles and their application in a committee/advisory group environment.
 - Ability to develop effective stakeholder relationships.
 - Strong interpersonal and communication skills.
 - Sound knowledge of GFA would be an advantage.

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