

Role description for Gymnastics NZ Steering Committee

Context

Gymnastics New Zealand (Gymnastics NZ) is the national body responsible for the development, promotion, governance and leadership of gymnastics sports throughout New Zealand.

An independent review of Gymnastics NZ, commissioned following allegations of abuse within the sport, was published in February 2021. The review identified ten main themes, including the negative effect on health and well-being of athletes, gymnasts' "lack of voice", fear of retribution when speaking up about alleged abusive practices, unrealistic expectations, insufficient education, power imbalances and lack of trust within the community. The Review report can be found [here](#)

Gymnastics NZ responded to the report with a public apology, and a *Statement of Commitment* (available [here](#)) to implement the report's recommendations, with an undertaking to lead and drive "a change in our sport's culture, to make sure the practices and beliefs that led to the hurt and suffering by our community members cannot happen again".

The Gymnastics New Zealand Steering Committee

Purpose

Gymnastics NZ is establishing a nine member Gymnastics NZ Steering Committee (Steering Committee) to direct and oversee the design of a work programme to implement the Review recommendations, engaging widely with the GNZ community and stakeholders.

Over an initial period of 15 months from establishment, the Steering Committee will make proposals to the Board of Gymnastics NZ on changes within the mandate of Gymnastics NZ to give effect to the Review recommendations, including in the areas of leadership and culture, policies, procedures, and regulations. The Steering Committee will also identify Review recommendations that are for consideration by the wider sport sector.

The terms of reference for the Steering Committee can be found [here](#)

Composition

Membership of the Steering Committee will include an independent chair, five gymnast members, a human rights specialist, a child and youth specialist, and a representative from Sport NZ.

The intent is to appoint a diverse membership in terms of lived experience including survivors and gymnasts who have lived experience of harm, participation as a gymnast in competitive and high performance /elite gymnastics, the range of roles and clubs within the Gymnastics NZ community, demographics, genders, and geography.

Members will be appointed for an initial period of fifteen months from establishment of the Steering Committee.

Remuneration for these positions will be determined by applying the principles from the Cabinet Fees Framework for public appointments, and all reasonable expenses will be reimbursed.

Operation of the Steering Committee

The Steering Committee will operate under a set of guiding principles as set out in GNZ’s Statement of Commitment which include survivor voice, and a commitment to upholding human rights.

The Steering Committee will determine its own processes consistent with its terms of reference. It will be supported by appropriate resources to undertake and coordinate work for the Steering Committee, and an administrative secretariat.

The Steering Committee will take a participatory and trauma-informed approach and will:

- Establish working groups as additional channels to involve community voices
- Invite all survivors and those who have lived experience of harm within gymnastics to feed directly into the work of the Steering Committee and its working groups, and
- Co-opt expertise where required to supplement knowledge and skills on the Steering Committee.

Commitment of Steering Committee members

Members of the Steering Committee must make a commitment to:

- Attend all meetings of the Steering Committee, at times determined by the group. Meetings will be in person and on-line as required. If alert levels allow, meetings are likely to be mostly in person whilst the Steering Committee establishes itself. Ongoing meetings will take place at regular intervals that will be determined by the group.
- Prepare for meetings, including reading, and undertake follow up actions as required
- Participate in a programme of community and stakeholder engagement

Initially, the time required will be two days per month, including meeting preparation, meeting attendance, and travel time.

Because of the realities and demands of this process, membership of the Steering Committee is not suitable for anyone under 18 years of age. Child and youth voices are however critical to the work of the GNZSC and will be captured through other mechanisms.

Steering Committee responsibilities

Accountability	Responsibility
Scoping and planning	<ul style="list-style-type: none"> • Identify and scope the work to implement Review recommendations within the mandate of GNZ.

Accountability	Responsibility
	<ul style="list-style-type: none"> Identify recommendations that are outside of GNZ's mandate to deliver, and provide advice to the GNZ Board on how, and by whom, these might be advanced. Develop a work plan that identifies the intended approach to develop a response to each Review recommendation within the mandate of Gymnastics NZ, including consultation and engagement processes, and make this publicly available
Develop and make proposals	<p>Propose changes, strategies and actions to the Gymnastics NZ Board to:</p> <ul style="list-style-type: none"> implement the Review recommendations within their mandate., and identify mechanisms to ensure the Review recommendations are supported across the organisation and member organisations. <p>The proposals should consider fiscal sustainability and can include alternatives and options for the Board's consideration. Proposals must be accompanied by:</p> <ul style="list-style-type: none"> an outline of the budgetary impacts suggested measures to monitor success, and a report on the consultation and engagement processes undertaken to formulate the proposals
Community and stakeholder engagement	<ul style="list-style-type: none"> Construct arrangements to ensure the voices of survivors and people who have experience of harm in gymnastics inform the proposals of the Steering Committee Ensure appropriate consultation with the GNZ community and key stakeholder groups, taking a participatory and independent approach that prioritises the experience of those who interact with GNZ's sports codes and sports environment.

Steering Committee Primary relationships

Internal					
Who	Propose	Collaborate	Consult	Inform	Deliver to

Internal					
GNZ Board and CEO	•		•	•	•
GNZ staff		•	•	•	

External					
Who	Propose	Collaborate	Consult	Inform	Deliver to
GNZ's Community		•	•	•	
Sport NZ		•	•	•	
Regional Sports Trusts/NSOs		•	•	•	
Independent experts			•		

Steering Committee Person specification

Approach

The competencies (knowledge, skills, experience and behaviours) required of the Steering Committee members are wide-ranging and will not all be held by any one person. Individuals will bring different combinations of knowledge, skills and experience. The Appointments Panel will therefore seek to appoint a membership that collectively provides what is required.

The Appointments Panel has identified three groups of competencies set out in the table below. Induction and training will be provided to Steering Committee members to build confidence and capability in the principles and frameworks that the work will apply.

<p>Provided through some specific roles</p>	<p>Individuals who bring lived experience and specialist knowledge that is critical to ensure the Steering Committee’s proposals to respond to the Review recommendations are robust, practical and implementable.</p> <p>Individuals may contribute lived experience and specialist knowledge to more than one specific role.</p>
<p>Required of all members</p>	<p>Personal attributes that enable members to function well as a team, engage with the community and other stakeholders, test and challenge each other, and apply an athlete-centred and trauma- informed approach, and a future-focused mind-set.</p>
<p>Ideally provided by at least one member, which could include those also in specialist roles</p>	<p>Areas of technical expertise and sector knowledge to ensure the Steering Committee applies good practice methodologies and standards.</p> <p>These competencies could be provided by co-opted members, if they are not available from an otherwise well qualified Steering Committee.</p>

Three specific roles

Noting that members may contribute experience and knowledge to more than one role:

Gymnast members (five members)

This knowledge and experience is likely to be held across a number of Steering Committee members who are current or former gymnasts, and may also have held a variety of roles within the gymnastics community:

- Survivors and gymnasts who have lived experience of harm within gymnastics
- Experience as a gymnast in competitive and high performance /elite gymnastics, across different generations, codes, clubs, and genders

- Experience of other roles within the gymnastics community across a range of clubs, including coaches, judges, administrators, and parents

Human rights specialist (one member)

- Knowledge of the international human rights framework and of national human rights responsibilities, including athlete's rights and welfare, and the international Convention on the Rights of the Child
- Demonstrated experience and a proven track record in identifying, balancing, and applying human rights and responsibilities in practice

Child and youth specialist (one member)

- Expertise in the empowerment and protection of children and young people, informed by an understanding of the impact of trauma and abuse
- Demonstrated experience and a proven track record in designing and implementing practical and effective safeguarding strategies for children and young people, including policies, procedures and training that are tailored to the context in which they will be applied

Requirements of all members

All members, including the independent Chair and Sports NZ representative, must also bring a passion for the work of the Steering Committee, strategic, analytic and interpersonal skills, a commitment to athlete-centred decision-making and a trauma-informed approach, and a future-focused mind-set. Specifically, we are looking for members who demonstrate the majority of the following:

- A genuine understanding, interest in and passion for the purpose of the Steering Committee, and an appreciation of the role of sport to the wellbeing of the individual and the community
- Excellent judgement, and high standards of personal integrity
- Strong interpersonal and collaboration skills
- Tenacity and the resilience not to get knocked back by challenges
- Articulate, able to communicate ideas and information clearly and succinctly
- Critical thinking, and strategic decision making capability
- A growth mindset, willing to learn from experience and from others and apply own knowledge and experience to help shape the future
- Ability to work collaboratively with a diverse range of stakeholders
- A commitment to uphold the principles of Te Tiriti o Waitangi, and an understanding of our diverse and multi-cultural country
- Capacity to meet the time requirements of the role

Requirements of at least one member (or through co-option)

In addition, we are seeking members who can contribute skills and experience in one or more of the following areas:

Programme Governance

- Demonstrated skills, experience and a track record in programme governance, with an understanding of the components of effective unbiased programme management in a complex stakeholder environment, and strong written communication skills

Finance and risk

- Demonstrated experience in budgeting and financial management in an agile environment operating under financial constraints
- Demonstrated experience in risk management in a complex and sensitive environment

Stakeholder engagement and communications

- Demonstrated knowledge, experience and a track record in applying good practice methodologies and tactics to engage, communicate and collaborate with a complex stakeholder eco-system, including engagement with children and young people.

Culture and change management

- Demonstrated knowledge, experience and a track record in applying good practice methodologies and tactics to create culture change that supports strategic objectives

Sector knowledge

- Knowledge and experience of the wider sports sector
- Experience in community sport in a voluntary capacity