

General Manager – NHG Gymnastics

We are seeking an experienced and dynamic leader to fill the role of General Manager at NHG Gymnastics. As the strategic driving force behind our operations, you will oversee the day-to-day running of NHG and play a pivotal role in shaping the future of gymnastics in the region. If you have a proven track record of providing exceptional customer experience and a passion for shaping the future of sports or the community, we want to hear from you!

NHG Gymnastics is a vibrant gymnastics facility with its head office on Auckland's North Shore, but Satellite hubs as far north as Mahurangi. NHG covers Artistic, Rhythmic, Tumbling, and Trampolining at all levels. As well as runs a recreation gymnastics programme in schools and in our own centres. We pride ourselves on our diverse needs programmes and strive to support our community. Throughout the year, the club participates in a range of competitions and development camps both nationally and internationally.

The General Manager position will suit an experienced General Manager with excellent relationship management skills and people leader experience. You will work with a variety of facility users and stakeholders who share the same aim of having a high-quality experience.

Key Responsibilities

- Manage a team of permanent and casual staff to maintain and improve the experience of our facilities.
- Plan operations to maintain and improve the NHG facilities.
- Manage workflow to ensure the team develops and delivers on NHG's strategic goals and key objectives.
- Ensure high service levels are met while looking for opportunities to continually improve to service and reduce cost.
- Oversee the effective and safe usage of specialised equipment.
- Ensure health and safety standards are maintained and consistently practiced.
- Ensure compliance with service level agreements, policies, legislation, and regulations.
- Manage expenditure and payroll.
- Manage and report on budget and forecast expenditure to the NHG Board
- Assist NHG with future planning and strategic direction.
- Identify commercial opportunities, new revenue streams, and grant funding opportunities.
- Foster close working relationships with internal and external stakeholders, including Auckland Council and Gymnastics New Zealand.

- Support NHG facilities with delivering club objectives and managing operations as required.

You will have:

- Excellent relationship management skills and people leader experience.
- The aspiration to drive continuous improvement and implement strategic changes.
- Excellent time management skills.
- Ability to work under pressure and manage multiple priorities and deadlines.
- Experience of engaging professionally with a range of stakeholders, who might at times have conflicting priorities.
- Commercial acumen balanced with creative problem-solving and sound financial judgement.
- Strong written and verbal communication skills.
- The ability to foster a motivated and collaborative team culture.
- Significant experience working within sports facilities management or community organisations.

Apply today with your CV and Cover Letter.

Our community at NHG Gymnastics thrives on its diverse cultural tapestry. Leveraging this rich diversity, we curate a dynamic team primed for success and empowered to realise their fullest potential. Our mission is to embody courage, embracing our unique backgrounds while steadfastly championing our clientele. It all begins with our unwavering commitment – we firmly believe that by prioritising our team, they, in turn, will excel in serving our community.

Applications close 30 May 2024

Send all information or enquiries to Clare Montgomerie, Board Trustee, NHG Gymnastics

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