



07 849 4546 | manager@hamcitygym.co.nz | www.hamcitygym.co.nz | Te Rapa, Hamilton

Competitive Programme Manager

Te Rapa, Waikato • Full time • \$65,000 – \$75,000 per year

Applications close: Monday, 12 October 2026

About the Role

Hamilton City Gymnastics is looking for an experienced gymnastics professional to join our team as Competitive Programme Manager.

This is an exciting opportunity for someone who loves gymnastics, loves developing people, and wants to have a genuine impact across an entire competitive programme — not just one code.

You will provide overarching operational oversight across HCG's four competitive programmes — Men's Artistic Gymnastics (MAG), Women's Artistic Gymnastics (WAG), Aerobics and Trampoline. You'll connect our programmes, support our Programme Leads and Head Coaches, help shape how we work, and ensure our competitive programmes continue to grow with strong standards, culture and athlete experiences.

A major focus of this role is developing our coaches, supporting our competitive codes, and ensuring our gymnasts thrive.

We don't believe coach development stops when someone gets their qualification. You'll be the driver behind an ongoing coaching development culture, getting to know our coaches, observing them in the gym, providing meaningful feedback, identifying development opportunities, connecting coaches with mentors, building soft skills and leadership capability, and tracking their progression over time.

You'll have the opportunity to influence the bigger picture while still staying connected to what happens on the gym floor through senior-level coaching (either MAG or WAG coaching).

This role will suit someone who enjoys people, coaching, problem-solving and strategic thinking. Someone who can see the big picture, but isn't afraid to get stuck in when the programme needs it.

What You'll Be Doing

- Provide overarching operational oversight across HCG's four competitive programmes — MAG, WAG, Aerobics and Trampoline
- Build strong connections between programmes while respecting the individual technical direction and identity of each code
- Support Programme Leads and Head Coaches to deliver programmes aligned with HCG's strategy, values and Gymnastics NZ standards
- Oversee coaching allocation and rostering across the competitive programmes
- Own and drive HCG's competitive coach development framework
- Conduct regular coaching observations and provide meaningful feedback, support and follow-up
- Develop individual coaching pathways and help coaches grow their technical, communication and leadership skills
- Identify and support emerging coaching talent and future leaders
- Provide accountability and performance support where required

- Oversee training structures and programme delivery, adapting these as athlete numbers, staffing and programme needs change
- Coordinate competition entries, events, travel and logistics across the competitive programmes
- Contribute to programme planning, fees, event costs and other operational decisions
- Stay connected to the gym floor through senior-level coaching, with coaching hours flexing according to programme needs, athlete numbers and staffing capacity

About You

We're looking for an experienced coach and people-focused leader who is ready to have a broader impact. You'll ideally bring:

- Minimum FIG Level 2 coaching qualification (or Gymnastics NZ Senior Coach equivalent) in MAG or WAG
- Senior-level technical coaching experience in MAG or WAG
- Demonstrated experience developing, mentoring or supporting other coaches
- Experience providing coaching observations, feedback and performance support
- Experience in competition and/or event organisation
- Some HR, people-management or leadership experience
- Strong communication and relationship-building skills
- Excellent organisation and the ability to manage competing priorities
- A genuine passion for gymnastics across all codes
- A collaborative approach, balanced with the confidence to make decisions and hold people accountable
- A strong commitment to athlete wellbeing, safe coaching and positive club culture
- Current First Aid Certificate, or willingness to obtain
- Police Vetting and Child Safeguarding certification, or willingness to complete

Most importantly, we're looking for someone who cares about developing people and wants to help build a strong, connected and sustainable coaching workforce.

About HCG

Hamilton City Gymnastics is a not-for-profit gymnastics club with a strong history in the Waikato and growing competitive gymnastics programmes. We're committed to athlete wellbeing, inclusive excellence and building strong foundations. We're ambitious about where we're heading and are looking for the right person to help us take our competitive programmes forward.

This is a role with genuine scope to make a difference — to our coaches, our athletes and the future of HCG.

How to Apply

Please apply via SEEK, or for a copy of the full Position Description or an informal conversation about the role, contact Zara Henderson, Centre Manager at manager@hamcitygym.co.nz.

View and apply on SEEK: <https://nz.seek.com/Hamilton-City-Gymnastics-jobs/at-this-company?jobId=94391360&type=standard>

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