

Person Specification Director of Sport



- Demonstrate a commitment to Te Tiriti o Waitangi
- Experience in sports management
- An understanding of NZ Secondary School Sport
- Enthusiastic, self-motivated, flexible, and must be committed to providing a positive sporting experience for all students
- Excellent interpersonal skills: relates well and responds effectively to students, parents, and staff
- Excellent organisational and administrative skills: able to use initiative and forward planning to meet deadlines
- Digital literacy – competency with Microsoft and KAMAR is preferable
- Good English skills, both written and verbal (i.e., spelling and accuracy, ability to draft letters and reports)
- Ability to work and perform well in a sometimes demanding and stressful environment by following set procedures and adhering to school policies and guidelines
- Understand and use restorative principles to maintain positive relationships with students, parents, teachers, coaches, and managers
- Commitment to providing effective leadership and support for staff, coaches, managers, parents, and students involved in sport
- Team leader and team worker
- Professional appearance and manner
- Ability to communicate effectively with a variety of stakeholders
- Experience in co-ordinating significant events (Athletics Day, Sports Awards, etc)
- Experience in setting and managing budgets
- Excellent time-management skills
- Social media and marketing/promotion experience/abilities