

## POSITION DESCRIPTION

**Oct 2025**

<b>Role:</b>	NetballSmart Development Officer – Netball Northern
<b>Reports to:</b>	Community Relationship Manager/ NetballSmart Programme Manager
<b>Primary Location/s:</b>	Northern region
<b>Employment Status:</b>	1.0 FTE Fixed-Term until 31 <sup>st</sup> October 2026
<b>Primary Purpose of the Position</b>	
<p>In the past seven years the NetballSmart (NS) strategy has developed extensively. Starting with the NetballSmart Dynamic warm up (NSDWU), NetballSmart has evolved into an extensive and comprehensive holistic Injury Prevention Programme (IPP). It is the healthy heart of Netball.</p> <p>The NetballSmart Development Officer (NSDO) will lead the delivery of Netball New Zealand's NetballSmart Strategies in Netball Northern Zone with a focus on decreasing serious injuries in Netball participants through the provision of programmes and initiatives.</p> <p>The NetballSmart Strategy has four key objectives:</p> <ol style="list-style-type: none"> <li><b>1. Decrease serious Injuries (Ankle and Knee) of all Netball players.</b></li> <li><b>2. Increase Awareness/Engagement of NetballSmart Philosophies into Netball practices.</b></li> <li><b>3. Improve Player Wellbeing and Welfare by educating players on holistic wellbeing and decreasing overall Netball injury rate.</b></li> <li><b>4. Develop Physically Capable Competent Movers (PCCM) who can cope with the demands of the game.</b></li> </ol>	
<b>Responsibilities and Measures</b>	
Strategy	Deliverables
<b>Coordinate and deliver NetballSmart modules and workshops in your Zone.</b>  <b>Align NetballSmart Strategies with Zone Strategies</b>	<ul style="list-style-type: none"> <li>• Work with Zone staff to ensure NetballSmart is embedded into Zone coach delivery.</li> <li>• The extensive range of NetballSmart workshops and modules for coaches and players.</li> <li>• NNZ Coaching Framework Workshops and Modules.</li> <li>• UmpireSmart Workshops.</li> <li>• Work collaboratively with Coach Developers, Coach Leads to co-deliver Coaching and NetballSmart modules.</li> <li>• Promote NetballSmart online learning modules</li> </ul>
<b>Provide leadership and support Centre and Zone staff who deliver NetballSmart across the zone.</b>	<ul style="list-style-type: none"> <li>• Mentor, lead and educate the NSCA on the relevant NetballSmart Strategies for their Centre</li> <li>• Upskill on all elements of NetballSmart that are relevant to NSCA roles <ul style="list-style-type: none"> <li>○ Develop KPIs</li> <li>○ Facilitate and support NSCAs to achieve these KPIs</li> <li>○ Regularly meet with NSCA to support and facilitate NetballSmart delivery.</li> </ul> </li> <li>• Lead a zone NetballSmart training session for the Zone coach developer group</li> <li>• Train NetballSmart Independent Facilitators as required and coordinate delivery of NetballSmart Modules</li> </ul>
<b>Develop relationship, co-ordinate delivery and NetballSmart initiatives at Centres.</b>	<ul style="list-style-type: none"> <li>• Visit Centres to discuss NetballSmart strategies and how they support Netball at the Centre.</li> <li>• Share the NetballSmart Centre Information booklet</li> <li>• Support the upskilling of Netball Centre staff on NetballSmart.</li> <li>• Discuss Centre Player Development programmes and how NetballSmart can support.</li> <li>• Support Netball Centres with NetballSmart signage, posters and resources.</li> <li>• Support a NetballSmart approach to Social Netball</li> </ul>

	<ul style="list-style-type: none"> <li>• Upskill NetballSmart Centre re Prep and Play/Recreational Product that supports a NetballSmart approach to Netball.</li> <li>• Facilitate NetballSmart relationship with all new initiatives of Netball within Netball Centres <ul style="list-style-type: none"> <li>○ Fast Five</li> <li>○ Social Netball</li> <li>○ Walking Netball</li> <li>○ Men's Netball</li> </ul> </li> </ul>
<b>Provide Secondary Schools with NetballSmart education</b>	<ul style="list-style-type: none"> <li>• Develop a strong relationship with Secondary Schools in Zone</li> <li>• Support NetballSmart Delivery in Secondary School <ul style="list-style-type: none"> <li>○ NSDWU and / or Extension Modules</li> <li>○ SmartHealth</li> <li>○ Smart Training</li> <li>○ Prep N Play</li> </ul> </li> </ul>
<b>Provide identified Intermediate Schools with NetballSmart education</b>	<ul style="list-style-type: none"> <li>• Deliver NetballSmart Intermediate Schools programme for players, coaches and teachers predominantly targeted towards the NetballSmart Neuromuscular warm-up.</li> <li>• Deliver AIMS Games or KORU Games Workshops where appropriate.</li> </ul>
<b>NetballSmart Hauora Māori Engagement Project</b>	<ul style="list-style-type: none"> <li>• Engage with NetballSmart Cultural Competency programme and values</li> <li>• Upskill on and understand NetballSmart Hauora.</li> <li>• Supported by the Māori engagement Strategy engage and connect with Secondary Schools/Clubs/Marae/Iwi/Hapu to deliver NetballSmart Hauora.</li> </ul>
<b>Individual NetballSmart Projects</b>	<ul style="list-style-type: none"> <li>• Develop NetballSmart collateral in consultation with NetballSmart Programme Manager.</li> </ul>
<b>NetballSmart Events</b>	<ul style="list-style-type: none"> <li>• Proactively determine Zone events where NetballSmart can be showcased.</li> <li>• Attend identified events to promote and market the NetballSmart programme. <ul style="list-style-type: none"> <li>○ Including but not limited to: <ul style="list-style-type: none"> <li>• NNZ Age Group events</li> <li>• Silver Fern Tests</li> <li>• AIMS games/Koru Games</li> <li>• Secondary School Tournaments</li> <li>• Conferences</li> </ul> </li> </ul> </li> <li>• Deliver mass NetballSmart Neuromuscular Warm-ups in identified centres in Zone.</li> <li>• Pop up Clinics at Centres - "Coaching in the Moment"</li> </ul>
<b>NetballSmart Marketing</b>	<ul style="list-style-type: none"> <li>• Support and promote all NetballSmart SM strategies.</li> <li>• Ensure NetballSmart is promoted widely across Zone channels.</li> <li>• Ensure Centres posters/signage evident.</li> </ul>
<b>Qualitative Analysis</b>	<ul style="list-style-type: none"> <li>• Establish a focus group to discuss the implementation and success of the NetballSmart programme.</li> <li>• Minimum of one Annual Focus group in each zone. <ul style="list-style-type: none"> <li>○ Support NSCA to run mini focus group in Centre(s)</li> </ul> </li> </ul>
<b>Data Collection and Reporting</b>	<ul style="list-style-type: none"> <li>• Ensure participant registrations are completed at all modules.</li> <li>• Ensure numbers of participants are collected at all NetballSmart events.</li> <li>• Maintain a database of participants in Teams and update monthly.</li> <li>• Complete all reporting as required.</li> </ul>
<b>Professional Development</b>	<ul style="list-style-type: none"> <li>• Develop PD plan with NSPM</li> <li>• Attend NetballSmart training days.</li> </ul>
<b>Time Commitments</b>	

Given the demands of this role, and the nature of working sport, work outside standard working hours may be required in the evening and weekends.

Key Relationships	
Internal	External
Zone CEO	NNZ NetballSmart Consultant
Zone Community/Relationships Manager	NNZ NetballSmart Programme Manager
All Zone Staff	NNZ NetballSmart Special Project Lead
	Other NSDOs
	NetballSmart Centre Activators (NSCA)
	NNZ Head of Community Netball
	NNZ Community Staff
	Secondary Schools
	Intermediate Schools
	Netball Centres
	Netball Clubs

Core Competencies, Skills & Qualifications/Experience	
Competency	Descriptors
<b>Specialist Knowledge &amp; Experience</b>	<ul style="list-style-type: none"> <li>Knowledge and experience in Physiotherapy, Sport Science and/or Strength and Conditioning.</li> <li>Netball knowledge.</li> <li>Knowledge of injury prevention strategies in sport.</li> <li>Proven experience in delivering workshops/modules.</li> <li>Sound knowledge of best practice administration processes and strong system skills.</li> </ul>
<b>Leadership</b>	<ul style="list-style-type: none"> <li>Strong interpersonal skills that generate mutual respect and trust.</li> <li>Comfortable giving and receiving feedback.</li> <li>Skilled at prioritising and multi-tasking.</li> </ul>
<b>Managing &amp; Motivating People</b>	<ul style="list-style-type: none"> <li>Communicates clearly and professionally.</li> <li>Is highly motivated and professional.</li> </ul>
<b>Communication &amp; Interpersonal Skills</b>	<ul style="list-style-type: none"> <li>Exceptional communication skills.</li> <li>Communicates openly and honestly.</li> <li>Establishes and maintains rapport and effective relationships, based on mutual respect, with all stakeholders.</li> <li>Is dedicated, highly motivated, enthusiastic, and considerate.</li> <li>Maintains professionalism and understanding stakeholders.</li> <li>Able to meet deadline.</li> </ul>