



## Performance Team Director

### About the Western Australian Institute of Sport

The Western Australian Institute of Sport (WAIS) is an elite sports institute established in 1983 by the Government of Western Australia to support athletes in Western Australia.

**The WAIS Vision** is to produce champions - sports people of the highest performance standards and personal integrity.

WAIS measures its success by the quality and quantity of its contribution to Australian International Sporting Success. The WAIS operational focus is on the delivery of high quality daily training environments to athletes currently representing Australia or considered capable of representing Australia in the future. WAIS operates and manages a series of Sport Programs as agreed in formal partnerships with each sport's National Sporting Organisation (NSO) and the State Sporting Organisation (SSO). Each program constitutes a core element of the sport's national high performance athlete pathway. WAIS will employ a Program Coach, or Coaches, to lead and direct a Program.

At present WAIS conducts 13 Sports Programs as well as providing individual support to selected athletes in Olympic/Paralympic sports not assisted by a WAIS Sport Program (Individual Athlete Support Program - IASP). The number of athletes training under WAIS's guidance at any one time is approximately 230. Of these around 100 will be current national senior team representatives.

Current WAIS Programs:

- Athletics
- Canoeing
- Cycling
- Diving
- Gymnastics (to Dec '16)
- Netball
- Hockey - Men's
- Hockey - Women's
- Rowing
- Swimming
- Sailing
- Water Polo - Men's
- Water Polo - Women's

Staff are based in a new modern \$34 million purpose built facility at the WAIS High Performance Service Centre, located at HBF Stadium within the Mt Claremont Sports Precinct. WAIS staff include over 40 full and part-time coaches and 15 sport scientists and performance service officers.

### Performance Team Director

Reporting to the Executive Director, the Performance Team Director leads and manages the operations of a multidisciplinary team focussed on maximising athlete performance within a select group of programs. This is one of three Performance Team Director positions within WAIS, each responsible for a cluster of sports and/or programs. The specific sport programs under the direction of this position are yet to be confirmed.

This role has a focus on maximising athlete performance through ensuring sports' coaching plans, systems and support structures are in place. The role will lead a multidisciplinary Performance Enhancement Team (PET) consisting of specialist sport coaches and professional staff covering biomechanics, physiology, psychology, Personal Excellence, nutrition, medicine, physiotherapy and strength and conditioning. This includes ensuring the PET capability continues to evolve to ensure future challenges do not impact the team's ability to achieve its goal to deliver athlete performance targets.

Routine reporting on the operations and outcomes of the team to the Executive Director and to sport program partners is required.

As a member of the senior management team the role will contribute to the routine monitoring and review of WAIS strategy and organisational capability required to deliver future results.

The role will suit candidates experienced in influencing and facilitating behavioural change in people and organisations and managing complex teams within a fast pace environment. These experiences may have been gained directly in high performance sport or alternatively through working in a leadership, coaching or mentoring capacity with high achievers in a non-sport environment. Regardless, candidates must demonstrate a clear understanding of the requirements of high performance coaches and best practice in high performance coaching to bring about results.

The contract period will be initially 2 years + 2 years subject to negotiation and ongoing performance.

### Key Result Areas

The position responsibilities are further described under the WAIS strategic framework Key Result Areas below:

#### Athletes and Performance Systems

Lead and manage coach led multidisciplinary teams operating within the WAIS athlete performance policy framework to achieve athlete performance goals through the delivery of high quality coaching and performance support services. Manage the delivery of specific projects focused on improving athlete performance systems or processes.

#### Staff

Create and maintain a team environment that encourages positive contributions from all team members to a high performance culture and ensure all operations are in accordance with WAIS policy and process.

#### Partnerships & Stakeholders

Manage a group of partnership based sport programs aligned to national pathways to deliver agreed outcomes in a manner that ensures all stakeholders are positively engaged with WAIS.

#### Finance

Development and efficient management of the Performance Enhancement team budget in line with WAIS policy and process.

### Key Relationships

**Reports to:** Executive Director

**Direct Reports:** Performance Enhancement Team members; Coaches and Performance Service staff

**Internal stakeholders:** WAIS Managers, Performance systems administrators, Chief Medical Officer, Research Centre Director

**External Partners and stakeholders:** National High Performance Directors and Coaches, NIN member Program Managers, SSO Performance Pathway Administrators, DSR Sport Pathway Managers

### Position Accountabilities and Outcomes

#### Athlete Performance Systems (60%)

- Athlete Performance (25%)
  - Sport Program athletes achieve individual performance targets.
  - KPI: Percentage or # of Performance Enhancement Team sport program athlete achieving annual performance target.
- Athlete Progression (15%)
  - Performance Enhancement Team athletes retain scholarship
  - KPI: Percentage or # of Performance Enhancement Team athletes renewing scholarships or progressing to a NSO endorsed external training environment
- Quality of Service Delivery (10%)
  - Performance Enhancement Team athletes are provided with high quality service
  - KPI: Score achieved in athlete and coach service quality questionnaire
- Strategy and Project Management (10%)
  - Strategic issues identified and assigned projects successfully delivered
  - KPI: Assessment of assigned projects success moderate by impact of unidentified strategic issues impacting PET/PED

#### Staff Performance (20%)

- Team Leadership (10%)
  - Performance Enhancement Teams staff are engaged with WAIS
  - KPI: # of Performance Enhancement Team staff indicating positive engagement with WAIS in the staff engagement survey
- Compliance (10%)
  - Personal and team staff compliance with WAIS Policies and Procedures
  - KPI: Personal and Team member Rating of compliance to policies and procedures based on compliance index

#### Partnerships & Stakeholders (15%)

- Partner and Stakeholder Management
  - Sport Program Partnerships deliver agreed objectives
  - KPI: WAIS executive and PET program partner annual assessment of PET sport program alignment to partnership agreements and stakeholder survey results

#### Finance (5%)

- Performance Enhancement Team financial management
  - Performance Enhancement Team budgeting and expenditure managed according to policy
  - Rating of PET financial operations as assessed by Finance Assessment Tool

#### Location

Western Australian Institute of Sport is located at the WAIS High Performance Service Centre, McGillivray Road, Mt Claremont, Perth, Western Australia.

#### Hours of Work

This is a full time position. Due to the nature of the position, weekend work and extended hours may be required from time to time.

#### Remuneration

A remuneration package of \$115,000 to \$133,000 per annum plus superannuation will be available to the successful candidate, negotiable depending upon skill level and experiences. Additional benefits will include standard “tools of trade”, use of gym and parking.

At the time of applying, candidates are invited to indicate their current salary and salary expectations.

### Selection Criteria

In addition to demonstrating **relevant experiences across the core functional areas of responsibility identified in this Position Overview**, candidates applying for the Performance Team Director role will require a range of personal and professional skills, including:

#### Qualifications and Experience

- An undergraduate degree containing units relevant to the position knowledge requirements
- Minimum 10 years leading or working in successful high performing teams
- Proven experience in:
  - Leading and managing a multidisciplinary team of professionals and experts
  - Developing and maintaining relationships with key stakeholders
  - Reporting to Board and/or Executive Level
  - Aligning team or divisional operations to meet business strategy
  - Developing policy and process to improve operational effectiveness and efficiency
  - National or international level high performance sport or business
  - Working in a high-pressure environment
  - Staff management, including employee performance and development
- A post-graduate qualification in management or leadership highly desirable

#### Competencies (Skills and Abilities)

- Self-Management
  - Self Control
  - Self Confidence
  - Own Development
  - Communication
  - Resilience
  - Openness to Change
  - Problem Solving
- Leadership
  - Lead and Influence People
  - Building Constructive Relationships
  - Collaborative Leadership
  - Leading and facilitating Change
- Team Management
  - Strategy Implementation
  - Financial Management
  - Enable People
  - People Development and Growth

#### Personal Values and Attributes

- Aligned with the WAIS culture of valuing people and excellence in work and life.
- High Aspirations and a desire to succeed
- Bias for action
- Passion and Energy

#### WAIS Values

- Athlete and stakeholder focus
- Quality
- Integrity
- Accountability
- Team Work

### Website

WAIS has a comprehensive website which includes information and news items on all facets of its activities, services and programmes.

The website address is: [www.wais.org.au](http://www.wais.org.au)

### Timelines - Important Information for Candidates

Final interviews and the appointment of the Performance Team Director, WAIS are scheduled for October, 2016. The successful candidate would be expected to commence duties as soon as possible following appointment, mindful of notice periods and general availability.

### Applications

Applications should be forwarded to Sportspeople's International Recruitment Centre by Close of Business, **Wednesday 28 September, 2016**. If you are intending to apply, please do so at the earliest possible date rather than leaving it to the close date.

Preferred Format: As a guide only, Sportspeople prefers a 2-page letter of introduction and an accompanying CV of no more than 6 pages, merged as one MS Word file.

Candidates are also requested to complete and submit the **Sportspeople Application Form** at the time of applying. The Sportspeople Application Form is available as a download at the Sportspeople Jobs Market listing for this role and should be **merged with the cover letter/resume document**.

This information should be sent electronically to [jobs@sportspeople.com.au](mailto:jobs@sportspeople.com.au) with the subject identifier of the email to be formatted as follows:

**160905-01 Performance Team Director - WAIS <<Your Name>>**

### Enquiries

The Performance Team Director, WAIS recruitment assignment is being managed exclusively from the **Sportspeople International Recruitment Centre**.

In the first instance general enquiries should be directed to:

Leeanne Grantham

FREECALL Australia 1800 634 388

FREECALL New Zealand 0800 634 388

+61 29555 5000

[jobs@sportspeople.com.au](mailto:jobs@sportspeople.com.au)