

New Zealand Lacrosse Interim Operations Manager Job Expectations

April 2022

Reports to New Zealand Lacrosse (NZL) Board via NZL Chair

Role Type Independent Contractor (April - September 2022)

Hours Part time (approx. 10 hours per week)

Location Can be located anywhere in New Zealand, to be performed from home

Paid/Unpaid A financial contribution will be made to the successful candidate payable via invoice at the end of each calendar month so long as expectations are being met

Role Overview

The Interim Operations Manager role will oversee and own the day-to-day operations of NZL, as well as (where required) supporting the implementation of some of NZL's strategic goals and priorities.

This role will involve managing daily operational activities, including management of the operational committee and ensuring that the NZL community are well led and supported.

Role Responsibilities

- Lead, manage and engage NZL and its operational roles in a way that enables NZL to achieve its strategic and operational goals as well as day to day management
- Support in the implementation of agreed strategic priorities and initiatives, as and where required
- Establish and maintain relationships with key stakeholders, including RSOs, NZL operational committee, and the wider NZL community

Due to the interim nature of the role, the successful candidate should ideally be someone who has been involved with, and have previous experience and relationships across, the full remit of NZL's operational portfolios.

The NZL Board holds the right to reduce the term of this role with 2 weeks' notice, should the requirement for the role end (this includes as a result of appointing a General Manager).