



HIGH PERFORMANCE
SPORT NEW ZEALAND

TE HĀPAITANGA

WOMEN IN HIGH PERFORMANCE SPORT COACHING INITIATIVE

GUIDELINES AND APPLICATION PROCESS / COHORT 4

WOMEN IN HIGH PERFORMANCE SPORT

High Performance Sport New Zealand remains committed to improving gender equity in sport and facilitating opportunities to enable more women to pursue and succeed in high performance coaching roles. Building on the success of the Women in High Performance Sport (WHPS) Pilot Project, HPSNZ has identified Women in High Performance Sport as a strategic priority under the new 2024 Strategy, and has committed to integrating and embedding the Women in High Performance Sport project into the Organisation's ongoing programme of work.

WOMEN HIGH PERFORMANCE COACHES

The WHPS project identified that, although there is no shortage of talented and capable women wanting to pursue a career in high performance sport, systemic and structural issues remain that inhibit their progression.

There are a range of interconnected and complex challenges that prevent women coaches from pursuing and maintaining a career in high performance coaching. The lack of a visible or accessible coaching pathway for women, limited access to hands-on coaching opportunities to develop capabilities, being isolated, undervalued or underutilised in coaching roles and limited advocacy for diversity in coaching teams, are all contributing to the low number of women currently competing for and being recruited into high performance coaching roles.

THE ACT OF ELEVATING, LIFTING AND EMPOWERING

Te Hāpaitanga is HPSNZ's holistic coach development initiative designed to enable more women to pursue and maintain a career in high performance coaching in Aotearoa-New Zealand.

The first Te Hāpaitanga cohort commenced in September 2020 under the Women in High Performance Sport pilot project. Te Hāpaitanga is now established as part of the HPSNZ coaching programme's offered to continue to progress our strategic objectives for women in high performance

The 18-month Initiative will provide a range of opportunities for up to 16 future or emerging women high performance coaches to test and develop their coaching capability, and to develop new skills to navigate a complex and challenging career in high performance sport. Central to the vision of Te Hāpaitanga is the integration of emerging women coaches into a community of practice supported by their experienced peers.

Te Hāpaitanga:

- CONNECTS emerging women coaches with their peers and established women high performance coaches to provide mentoring and inspiration to help navigate a career in high performance coaching.
- ACCELERATES the growth and development of emerging women coaches by mitigating current and future challenges to pursuing a career in high performance coaching.
- INTEGRATES both an identified national sports organisation (NSO) Sponsor and an experienced coach mentor into the women coach's development journey to maximise access to existing resources, knowledge and experiences.

WHO IS ELIGIBLE?

The Initiative is open to women who are currently coaching in paid (full-time, part-time or contract) and unpaid coaching positions, or who are not currently coaching but have been identified by their NSO as a potential high performance coach. HPSNZ encourages women who identify as Maori and/or Pasifika to apply. Successful applicants will need to demonstrate that they meet the eligibility and selection criteria. HPSNZ reserves the right to prioritise the selection of women who are coaching in HPSNZ invested sports.

ELIGIBILITY CRITERIA

- Identify as a female
- Is a New Zealand citizen or permanent resident
- Is currently coaching athletes on the pre-high performance or high performance pathway (as defined by HPSNZ's coach pathway); or
- Has been identified by their NSO as a potential high performance coach but is not currently coaching regularly (for example retiring or retired elite athlete, women who have left coaching but are interested in returning)

SELECTION CRITERIA

- Aspires to pursue a career in pre-high performance and or high performance coaching.
- Is committed to the initiative for the full 18-month period, including attendance at five residential workshops and the Showcase of Learning event (see Milestone at page 6).
- Has access to consistent coaching opportunities with an appropriate level of responsibility for athlete development and performance.
- Is committed to their own coach learning and performance.
- Is endorsed by their NSO as being on their pre-high performance or high performance coaching pathway
- Has sport specific coaching qualifications or technical sport knowledge appropriate to the performance level

WHAT WILL TE HĀPAITANGA INCLUDE?

Te Hāpaitanga will apply a needs-based approach, utilising proven coach development practices, with input and guidance from experienced women coaches. The Initiative includes: on the job one-on-one mentored support; group residentials; scholarship support; and the opportunity to build relationships and develop within a community of coaches. Further details are provided below.

INDIVIDUAL NEEDS ANALYSIS

An individual needs analysis and a coaching 360 will be completed to guide and inform the coach's development focus throughout the Initiative.

IMMERSIVE PROFESSIONAL PRACTICE RESIDENTIALS

Five, two and a half day residential workshops to develop targeted personal and professional capabilities in a collective learning environment that is challenging and growth promoting.

ONE DAY INTENSIVE WORKSHOPS

Up to three one day intensive workshops/seminars with guest facilitators covering themes relevant to the needs of the group.

PARTNERSHIP WITH PRACTICE MENTORS

Partnership with experienced high performance coaches who will provide mentoring support, including guided observation and feedback.

FINANCIAL SUPPORT

Te Hāpaitanga scholarships valued at \$15,000 plus GST per coach to alleviate barriers and facilitate access to hands on coaching opportunities.

ACCESS TO A PEER NETWORK

The evolution of a support network and community of practice with performance and high performance coaches.

DESIGNATED NSO SPONSOR

A targeted NSO Sponsor who will advocate for, and facilitate access to, learning and development and hands-on coaching opportunities.

SHOWCASE OF LEARNING AND PRACTICE IMPACTS

Opportunity to present individual and collective learning to an audience composed of key stakeholders across the high performance system.

GUIDANCE AND SUPPORT FROM PROGRAMME LEADER

The Te Hāpaitanga Leader will provide on-going support and guidance to coaches, Practice Mentors, NSO Sponsors and other contributors.

WHAT IS THE INDIVIDUAL NEEDS ANALYSIS?

Coaches will undergo a formal Needs Analysis and coaching 360 process to inform their Professional Development Plan (PDP). The Te Hāpaitanga Scholarship, Professional Practice Residentials and one-day intensive workshops will support the implementation of the PDP.

TE HĀPAITANGA SCHOLARSHIP – HOW CAN IT BE USED?

The scholarship, which will be managed by the NSO, is to be used to enable practical coach development opportunities in high performance environments. These opportunities need to be aligned to the coach's PDP. The \$15,000 (plus GST) can be used over the 18-month period to:

- supplement the coach's salary to enable more time coaching;
- fund paid coaching experience in high performance programmes, including costs associated with attendance at national camps, overseas tours and pinnacle events. This can extend to assisting with cost associated with childcare arrangements;
- cover the cost of coaching resources or equipment for the scholarship holder;
- cover the cost of course fees for non-sport specific technical skill acquisition; and/or
- cover the cost of course fees for sport specific coach qualifications not available through the NSO, for example, international coaching qualification.

The scholarship cannot be used to:

- supplement the salary of scholarship holders who are already receiving a full time coaching salary;
- purchase equipment such as computers, phones and IT software;
- purchase coaching resources and equipment for NSOs;
- cover general administrative and management costs of NSOs; and/or
- cover costs associated with salaries for NSO staff.

WHAT WILL THE PROFESSIONAL PRACTICE RESIDENTIALS INCLUDE?

The Professional Practice Residentials will be tailored to the coach cohort and will include group and individual work, cross sport learning, specialist and applied learning opportunities, and specialist guest facilitators. Four key themes run through the workshops:

1. IDENTITY

Knowing who I am, what I stand on and for; ensures my leadership is integrity filled, powerful and authentic.

2. CONNECTION

Lies at the heart of a coach's true value in the high performance setting - with self, with others, for Groups and for the System. Ko Au, Ko Koe, Ko Mātou, Ko Tātou.

3. LEARNING

Because coaches need to understand how to learn to win, how to get better at coaching to win and how their athletes and teams are learning about winning.

4. PERFORMANCE

All the above relates back to this theme. We get better at our craft to lift performance.

This learning experience will be tied together and guided by the Practice Mentors and the Tuakana/Teina theme that integrates the development and keeps forming it into a community of practice.

TE HĀPAITANGA SATELLITE GROUP

In response to the high level of interest and the quality of applications received for each Te Hāpaitanga cohort, HPSNZ has established the Te Hāpaitanga Satellite Group to provide alternative coach development opportunities for women who had applied but did not make it through to the final group.

The Satellite Group will connect predominately online and will provide a virtual platform for a community of women coaches to share insights and to exchange ideas, reflections, and discuss solutions. The online sessions will focus on discreet topics based on the needs of the group and, while topics will be focused on foundation coaching concepts, the sessions will follow the principles consistent with Te Hāpaitanga including participant engagement, social construction and participant sharing of knowledge, experience, and expertise. Guest coaches who are performing at the highest level will also be invited to join the sessions to offer insights into their experiences.

APPLICATION PROCESS

Applications will open on 22 November 2023. All applications must:

- be submitted by the applying coach using the Te Hāpaitanga Application link on HPSNZ's Careers website (<https://careers.hpsnz.org.nz/home>);
- include a video (up to 6 minutes) as outlined in the application form;
- include a current curriculum vitae; and
- include a completed NSO Endorsement Form using the Forum available on the Te Hāpaitanga Application link.

WHAT DOES NSO ENDORSEMENT MEAN?

NSOs are a key partner of the Initiative, playing a central role in enabling and facilitating access to hands-on coaching opportunities. By endorsing an application, the NSO:

- confirms the applying coach has high performance coaching potential;
- commits to supporting and advocating for the coach for the full 18 months;
- commits to facilitating opportunities to expose the coach to high performance coaching environments and hands-on coaching opportunities;
- nominates an appropriate NSO Sponsor who will advocate for, and facilitate access to, learning and development opportunities for the coach;
- has a strategy to support the coach beyond the 18-month Initiative;
- commits to quarterly contact with Programme Leader to share coach progress;
- commits to providing an inclusive learning environment where the coach feels safe, valued and respected; and
- if successful, agrees to managing the \$15,000 scholarship on behalf of the coach, including facilitating payments as set out in the investment schedule.

SELECTION PROCESS

- 1** All applications will undergo an assessment against the eligibility and selection criteria on page 3 and will be short-listed by a HPSNZ-led selection panel.
- 2** Short-listed coaches will be invited to participate in an interview. The interview process will be a joint interview with the applying coach and their NSO Sponsor. Where possible, interviews will be conducted face-to-face.
- 3** Following interviews, the selection panel will make recommendations on the outcome to HPSNZ's Chief Operating Officer for final approval. The selection panel may request additional information from the applying coach, the NSO or other referees to help inform their final decision.
- 5** All coaches will be informed in writing about the outcome of their application. Coaches who are not selected for Te Hāpaitanga will be invited to join the Te Hāpaitanga Satellite Group
- 6** Successful coaches will undergo a formal Needs Analysis and 360 to inform their professional development requirements.
- 7** Coaches will work with their respective NSO Sponsor, Practice Mentor and the Programme Leader to finalise their PDP and their scholarship funding proposal.
- 8** Upon the receipt of a finalised PDP and scholarship funding proposal, HPSNZ will work with the NSO to finalise the investment scheduled and process funding.

MILESTONES

2024	22 November	Applications open
	12 January	Applications close
	By 19 January	Applications shortlisted for interview, and interviews booked
	22 – 26 January	Interviews conducted with shortlisted coaches and their NSO Sponsor
	By 9 February	Applicants notified of outcomes
	Week of 4 March	Initial online coach induction meeting
	Week of 11 March	Successful coaches will be formally announced
2024	By 30 March	Coaches will complete a Needs Analysis and 360 process and prepare a final plan for Te Hāpaitanga Scholarship based on these results
	1 March	Official start of Te Hāpaitanga Cohort 4
	March	Residential 1 - Marae based
	By 30 June	Final Te Hāpaitanga Scholarship proposal submitted for approval and investment schedules between HPSNZ and NSOs are finalised
	TBC	Residential 2 (two and a half days)
	TBC	Residential 3 (two and a half days)
	TBC	Residential 4 (two and a half days)

CONDITIONS OF SCHOLARSHIP FUNDING

Scholarship funds will be provided by HPSNZ to the successful coach's nominated NSO upon receipt, and HPSNZ approval, of the financial investment breakdown. NSOs will enter into an investment agreement with HPSNZ which sets out the terms and conditions that apply to the provision of funding under Te Hāpaitanga.

Funding will be provided by HPSNZ to the NSO in one instalment (plus GST) in advance. Funds must be solely used for the provision of the scholarship as described in the investment schedule and cannot be used by the NSO for any other purpose. HPSNZ may request NSOs reimburse the funding if the terms and conditions of the investment schedule are not met. Should this occur, HPSNZ will explore alternative arrangements to manage the scholarship investment on behalf of the coach.

Any variations to the use of the funding will need to be agreed in writing by the coach, the NSO Sponsor and the HPSNZ's Programme Leader. Any request for variation must include a justification for the changes.

REPORTING REQUIREMENTS AND ACQUITTAL PROCESS

NSOs and the coach are accountable for funds received through the scholarship and must adhere to all conditions of the scholarship set out in the investment schedule. The NSO and the coach will be required to complete a report, including a funding acquittal, at end of the 18-month initiative. Unspent funds (inc GST) will need to be returned to HPSNZ within four weeks of submitting the final acquittal.

EVALUATION & REPORTING

HPSNZ will evaluate Te Hāpaitanga to measure how well it has met the objectives and outcomes of the Initiative and the WHPS project more broadly. Coaches, their NSO Sponsors and Practice Mentors will be required to support this evaluation process through the WHPS research interviews.

ADDITIONAL INFORMATION

Before completing an application, please read the following information regarding HPSNZ's obligations in relation to the information contained in your application. You should only proceed if you are happy to comply with these requirements.

OFFICIAL INFORMATION ACT 1982

The Official Information Act 1982 (OIA) covers how HPSNZ must handle requests for its official information. Applications for funding are among the documents that can be requested under the OIA. The general expectation, as expressed by the Chief Ombudsman, is for official information to be released (either pro-actively or in response to a request), unless there are clear grounds to withhold it. Personal information provided with your application will not be released.

PRIVACY ACT 2020

The Privacy Act 2020 covers how HPSNZ's collects and stores personal information, including personal information provided with applications for funding, and what procedures are required to protect the security of that information. It also covers how long we can keep personal information, what the personal information can be used for and when it can be disclosed. Personal information provided as part of the Wellbeing Investment process is collected by HPSNZ and may be used for the purposes of:

- assessing the application;
- conducting identity checks;
- supporting and evaluating the initiatives proposed; and
- supporting and evaluating HPSNZ's Wellbeing Investment funding and Wellbeing-associated projects.

ACCURACY OF YOUR INFORMATION

It is the responsibility of the applying coach and the endorsing NSO to ensure that all information contained in their respective application forms is accurate.

CONTACT DETAILS

Any questions about Te Hāpaitanga, including the application and selection process, should be directed to:

Te Hāpaitanga inbox:

WHPScoaching@hpsnz.org.nz; or

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