



20 October 2022

## **Expressions of Interest- Chef de Mission for NZ Bridge**

Due to retirement the position of Chef de Mission for New Zealand's international bridge teams has come available, and the Board of NZ Bridge are asking for expressions of interest from suitable candidates to fill this role.

The Chef de Mission (CDM) is responsible for leading and guiding NZ representative bridge teams preparations and performance at the international events specified in the NZ Bridge International programme for the next two years. The role requires strong leadership qualities, a detailed understanding of the New Zealand and International bridge environment, and the ability to coordinate the multi-disciplinary functions required for success at international events.

The NZ Bridge Board will endeavour to appoint the best person for this role through a well-structured and transparent process. This will include both a written submission as per the requirements of the CDM position and an interview.

Role requirements and responsibilities are listed below. Some specific task detail is currently being worked on.

If you believe that your experience, skills and ambition meet the requirements of this role, please forward an application to [secretary@nzbridge.co.nz](mailto:secretary@nzbridge.co.nz) as per the below requirements:

- Cover letter outlining your background and why you want this position
- Application addressing how you would meet the key responsibilities and requirements of the role
- CV including summary of qualifications and relevant experience pertaining to the role.

*Closing date for receipt of applications is 18:00hrs on Monday 14 November 2022.*

John Skipper

for International Sub-committee

## Chef de Mission role description

This is a voluntary role, with a small annual honorarium.

The intention is to appoint someone to this role for a period of two years with right of renewal for a further two years, commencing on 12 January 2023. NZ Bridge have a target set of events for which CDM will be involved, including World Bridge Federation events, APBF events and annual zonal play-offs with Australia.

The CDM will be expected to provide leadership, management and a high duty of care to NZ international bridge players at the specified international events in order that they can perform to their best. The appointee will travel to events as a non-playing official.

As the spokesperson for NZ Bridge it is important that the Chef de Mission be a capable and effective public speaker and have effective communication and IT skills.

## Chef de Mission Role Requirements

The ideal candidate will:

- Live in New Zealand
- Have represented New Zealand or another country in bridge or another comparable code.

### Experience

- Minimum of 5 years of experience in a key leadership and/or management role, ideally in sport or an associated organisation or business
- Project management and planning experience with a record of accomplishment of delivering on strategic and operational targets, to deadlines and on budget
- Experience of major bridge or sports competition events

### Leadership

- Works well under pressure and in crisis situations where responsiveness and critical decision-making require a calm and controlled approach
- Professional disposition and leads by example
- Good listening skills, able to provide both appropriate and meaningful feedback and direction, while also able to accept advice

### Functional Relationships and Responsibility

- Acts as one of a panel of selectors for international teams
- Is responsible through the chair of the international sub-committee to the Board of NZ Bridge
- Needs to work closely with the chair of the international subcommittee, the national secretary of NZ Bridge and for events run in New Zealand the Chief Director.
- Reporting to the NZ Bridge board.