



**Position Title:** Zone Coaching Convenor (Volunteer Role)

**Reports To:** Bowls Auckland Coach Development lead

**Works in collaboration with:** Zone Convenors, Coaches and Club Representatives

**Member of:** Bowls Auckland Coaches Committee

**Term of Appointment:** 1- year with all convenors eligible to re-apply

**Appointed by:** Bowls Auckland Board, based on a recommendation from Bowls Auckland management

**Purpose of the Role:** To lead, coordinate, and develop the coaching programme within the zone ensuring high-quality coaching delivery that meets the objectives set.

## **Key Responsibilities**

### **1. Coaching Programme Leadership**

- Collaborate, develop and implement a coaching plan aligned with abilities of 0-5 players as part of the BACC.
- Establish clear coaching goals for beginner bowlers.
- Coordinate structured coaching sessions in conjunction with other zone coaches.
- Promote consistency in coaching methods and standards.
- Role Model Bowls Auckland Values
  - Uphold inclusion , respect and innovation.
- Set measurable development objectives.
- Ensure alignment between zone and centre coaching standards.

### **2. Coach Development**

- Mentor and support volunteer and accredited coaches involved in the programme.
- Share best practice ideas with other coaches

- Supervise and direct coaches within your zone
- Assist the Coach Development Lead in delivering coaching courses as agreed.

### **3. Player Development**

- Identify and support emerging talent.
- Coordinate team-based training programmes.
- Support player preparation for Canoe, Campi and ABCA events
- Foster a positive, inclusive, and player-centred coaching culture.
- Encourage player progression into representative and performance environments.

### **4. Programme Delivery**

- Ensure coaching sessions are safe, structured, and engaging.
- Create zone behavioural expectations.

### **5. Communication & Administration**

- Maintain accurate records of coaching attendance and participation.
- Collect weekly coaching and tournament entry fees from players.
- Enter teams for tournament events via Bowls Hub.

### **6. Club Support / Integration**

- Promote active links between players, coaches and clubs.
- Assist the Coach Development Lead to establish coaching programmes within the clubs in your zone.
- Assist the Coach development Lead to ensure every club within your zone to have a registered coach.

### **7. Health, Safety & Safeguarding**

- Ensure coaching activities meet health and safety standards.
- Promote a respectful, inclusive, and harassment-free environment.

- Complete child safeguard training and police vetting requirements.

### **8. Decision Making Authority**

- As per the Terms of Reference for the BACC.

### **9. Governance & Accountability**

- Submit end-of-programme review including participation data and recommendations.
  - Ensure financial processes comply with Bowls Auckland guidelines.
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### **Key Skills & Attributes**

- Strong knowledge of lawn bowls techniques and tactics.
  - Demonstrated leadership and organisational skills.
  - Effective communication and interpersonal ability.
  - Ability to motivate volunteers and players.
  - Understanding of player development principles.
  - Commitment to inclusive participation and growth of the sport.
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### **Qualifications & Experience**

- Active accredited Lawn Bowls Development Coach (Club Coach or above).
  - Experience in coaching at club level or beyond
  - Experience in programme coordination or leadership.
  - Commitment to achieving a Coach Developer qualification.
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### **Time Commitment**

- Estimated 4 hours per week for the duration of the Winter Coaching programme
- Attendance at Bowls Auckland Coaches Committee meetings as required.
- An ongoing commitment to developing players within clubs

### **Key Performance Indicators (KPIs)**

- Growth in participation in coaching programmes.
- Improved player retention and progression.
- Positive player feedback.
- Successful representation at Canoe, Campi and ABCA events.
- 10% increase in winter programme participation year-on-year
- 75% retention of 0–5 players into following season
- Average player satisfaction rating of 4/5+
- 10% increase in winter programme tournaments year-on-year
- Commitment to ongoing development of players to representative level