

MANAGER, HIGH PERFORMANCE

Unit	High Performance	Area:	High Performance
Department/Agency	The NSW Institute of Sport	ANZSCO code	139999
Classification/band	NSWIS Grade 4, Level 2	PCAT code	3339291
Reports to	Director, High Performance	Date of Approval	11 June 2025

ORGANISATIONAL OVERVIEW

The NSW Institute of Sport [NSWIS] is a high-performance sporting organisation that supports Australian athletes to become world's best. We reach all regions of NSW with an Olympic and Paralympic training facility based at Sydney Olympic Park and high-performance hubs across NSW, including 10 National Training Centres, that provide world class daily training environments for our athletes and coaches. Our experts work in collaboration with partners within the national sporting system to create and deliver high performance support services and environments to prepare athletes and coaches for international competition.

ROLE PURPOSE

The High-Performance Manager (HPM) at NSWIS is responsible for the leadership and management of sport programs allocated for the LA2028 cycle. A core aspect of this role involves negotiating and managing the sport partnership agreements with National Sporting Organisations (NSOs) from initial establishment to ongoing implementation, monitoring, and review through LA2028. These agreements form the foundation of the sport programs and define the relationship with each sporting partner. Furthermore, the HPM actively manages these programs by planning, reporting, and engaging with coaches and performance team members to set athlete performance targets and program key performance measures.

This critical HPM position, one of three at NSWIS, ensures sports leadership is grounded in integrity, continuous improvement, and a balanced approach, all geared towards helping athletes "Win Well."

The HPM works closely with the High-Performance Management team, the Manager, Sport Science, Manager, Performance Health, and various sport partners.

KEY PERFORMANCE AREAS

- Executing the effective delivery of the sport partnership agreements for LA2028 Cycle through the implementation of a sustainable high-performance framework.
- Lead and manage several sport programs that are performance focused, aligned nationally and meet high standards of quality and safety.
- Determine the most appropriate servicing for each sport program in conjunction with the sport partner, Manager, Sport Science and Manager, Performance Health.
- Manage the delivery of specific projects focused on improving athlete performance, systems, or processes.
- Develop and manage Sport Partnership Agreements with national and state sport organisations which are realistic, flexible and enable outcomes to be achieved.
- Manage budgets for allocated sports with coaches and program partners driving efficient use of resources.
- Ensure performance teams are robust and dynamic, working within structured processes to deliver coordinated services which drive athlete performance.
- Lead and foster a high-performance team culture which is professional, respectful, and supportive but allows

for challenge and a common understanding that the team is working to support Australian athletes to be world's best.

- Develop the annual objectives for the team, chair regular sport program and performance team meetings and drive effective strategic plans, athlete individual performance plans and the utilisation of the athlete management system (AMS).
- Monitor and evaluate performance of sport programs against success measures and performance outcomes with sport program partners through the provision of timely and accurate reporting of key performance metrics as required for presentation to executive and board members.
- Work closely with the NSWIS management team so that sport programs benefit from the wide range of support available (e.g. Data Science, Proactive Clinical services, Sport Science, Athlete Wellbeing and Engagement, Applied Research, People/Coach Development, and Corporate Services).
- Formally meet with staff biannually to review Performance Development Plan and commit to delivering on the agreed professional development plan for your team.

KEY CHALLENGES

- Lead and manage several sport programs with multidisciplinary performance teams that are performance focused, aligned nationally and locally and meet high standards of quality and safety.
- Ensure sport programs and individual athlete scholarship holders receive world class coaching and athlete support services and have access to the best possible daily training environments.
- Utilise research into high performance, analyse performance evidence, sport trends and innovations to ensure program design and delivery is agile and responsive, allowing flexibility within a four-year performance cycle as well as from one cycle to the next to support athlete, coach, and sports' high-performance gaps/needs.

KEY RELATIONSHIPS

Who	Why
Director, High Performance	To ensure performance is aligned for success
NSWIS HP Managers	To collaborate in the planning, management, and leadership process to support, enable and impact performance together
NSWIS Athletes & Coaches	To support individual athlete performance planning and implementation
Direct reports	To align performance for success and enable individual To supervise, mentor, coach and develop
Section Lead, Sport Programs	To align performance for success and facilitate effective sport operations
Sport Partners	To align performance for success
National Institute Network (NIN)	To enhance collaboration within the National system

ROLE DIMENSIONS

Budget	\$3-4 million
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Authority/approval level	\$50,000
Reporting roles	Coaches Assistant coaches Sport Program Coordinator(s)

ESSENTIAL REQUIREMENTS

Essential	Desirable
<ul style="list-style-type: none"> Relevant degree/coaching qualifications Thorough understanding of the requirements of elite sport performance planning, coaching principles, elite and pre-elite athletes and coaches Significant experience in high performance sport management/leadership and coaching. Strategic planning and systems management, including implementing high performance sport program management systems that track progress against success measures and explore innovation and opportunity. Integrated management of and accountability for high performance sport outcomes Current driver's license Sport Integrity Australia (SIA) Anti-doping Fundamentals SIA Anti-doping Annual Update SIA (PBTR) Child Protection and Safeguarding Valid Driver's License 	<ul style="list-style-type: none"> Post graduate qualifications in a related discipline. Intermediate/Advanced knowledge of MS Office and other sports specific computer programs Extensive knowledge and understanding of effective sport program performance monitoring systems. Current Working with Children Check (WWCC) First Aid and CPR Certificate






EXPERIENCE AND KNOWLEDGE

Experience	Knowledge
<ul style="list-style-type: none"> At least 7 years' experience of elite coaching, developing elite athletes and coaches, including leading, devising, and implementing successful programs in a sport or Institute program; demonstrating a proven knowledge of the demands, pressure, and the needs of elite athletes and coaches. Success in managing staff and developing and maintaining successful relationships with key stakeholders. 	<ul style="list-style-type: none"> Extensive knowledge and understanding of the key components / levers for successful high-performance sports programs and coaching A highly developed understanding of the following athlete support areas: coaching, sports science, sports medicine, sports technology/data science, athlete wellbeing and engagement In addition, a demonstrated ability to embrace, assess and apply innovative practices (e.g. new technology) as they become available Experience working within and leading in a national sporting environment

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| <ul style="list-style-type: none">▪ Success with building a high-performance culture and the management of multi-disciplinary high-performance teams.▪ Allocation and management of financial resources to support sport and athlete performance outcomes▪ Managing projects with demonstrated success▪ Staff management, including developing dynamic and driven team and employee performance and development.▪ Excellent meeting facilitation skills | |
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CAPABILITY SUMMARY

The NSW Public Sector Capability Framework applies to all NSW public sector employees. The Capability Framework is available at www.psc.nsw.gov.au/capabilityframework. Below is the full list of capabilities and the level required for this role. The capabilities in bold are the focus capabilities for this role. Refer to the next section for further information about the focus capabilities.

Capability Group	Capability Name	Level
	Display Resilience and Courage	Adept
	Act with Integrity	Advanced
	Manage Self	Adept
	Value Diversity	Adept
	Communicate Effectively	Adept
	Commit to Customer Service	Adept
	Work Collaboratively	Advanced
	Influence and Negotiate	Advanced
	Deliver Results	Advanced
	Plan and Prioritise	Adept
	Think and Solve Problems	Adept
	Demonstrate Accountability	Adept
	Finance	Adept
	Technology	Adept
	Procurement and Contract Management	Adept
	Project Management	Adept
	Manage and Develop People	Adept
	Inspire Direction and Purpose	Advanced
	Optimise Business Outcomes	Adept
	Manage Reform and Change	Adept

FOCUS CAPABILITIES

The focus capabilities for the role are the capabilities in which occupants must demonstrate immediate competence. The behavioural indicators provide examples of the types of behaviours that would be expected at that level and should be reviewed in conjunction with the role's key accountabilities.

Group and Capability	Level	Behavioural Indicators
Personal Attributes Act with integrity	Advanced	<ul style="list-style-type: none"> Model the highest standards of ethical and professional behaviour and reinforce their use Represent the organisation in an honest, ethical, and professional way and set an example for others to follow Promote a culture of integrity and professionalism within the organisation and in dealings external to government Monitor ethical practices, standards and systems and reinforce their use Act on reported breaches of rules, policies, and guidelines
Relationships Work collaboratively	Advanced	<ul style="list-style-type: none"> Recognise outcomes achieved through effective collaboration between teams Build cooperation and overcome barriers to information sharing, communication, and collaboration across the organisation and across government Facilitate opportunities to engage and collaborate with stakeholders to develop joint solutions Network extensively across government and organisations to increase collaboration Encourage others to use appropriate collaboration approaches and tools, including digital technologies
Relationships Influence & negotiate	Advanced	<ul style="list-style-type: none"> Influence others with a fair and considered approach and present persuasive counterarguments Work towards mutually beneficial win/win outcomes Show sensitivity and understanding in resolving acute and complex conflicts Identify key stakeholders and gain their support in advance Establish a clear negotiation position based on research, a firm grasp of key issues, arguments, points of difference and areas for compromise Anticipate and minimise conflict within the organisation and with external stakeholders
Results Deliver results	Advanced	<ul style="list-style-type: none"> Drive a culture of achievement and acknowledge input of others Determine how outcomes will be measured and guide others on evaluation methods

Group and Capability	Level	Behavioural Indicators
		<ul style="list-style-type: none"> Investigate and create opportunities to enhance the achievement of organisational objectives Make sure others understand that on-time and on-budget results are required and how overall success is defined Control output of business unit to ensure government outcomes are achieved within budget Progress organisational priorities and ensure effective acquisition and use of resources Seek and apply the expertise of key individuals to achieve organisational outcomes
Results Plan & prioritise	Adept	<ul style="list-style-type: none"> Consider the future aims and goals of the team, unit and organisation when prioritising own and others' work Initiate, prioritise, consult on and develop team and unit goals, strategies and plans Anticipate and assess the impact of changes, including government policy and economic conditions, on team and unit objectives and initiate appropriate responses Ensure current work plans and activities support and are consistent with organisational change initiatives Evaluate outcomes and adjust future plans accordingly
Results Think & solve problems	Adept	<ul style="list-style-type: none"> Research and apply critical thinking techniques in analysing information, identify interrelationships and make recommendations based on relevant evidence Anticipate, identify, and address issues and potential problems that may have an impact on organisational objectives and the user experience Apply creative-thinking techniques to generate new ideas and options to address issues and improve the user experience Seek contributions and ideas from people with diverse backgrounds and experience Participate in and contribute to team or unit initiatives to resolve common issues or barriers to effectiveness Identify and share business process improvements to enhance effectiveness
People management Inspire direction & purpose	Advanced	<ul style="list-style-type: none"> Promote a sense of purpose and enable others to understand the links between government policy, organisational goals, and public value Build a shared sense of direction, clarify priorities and goals, and inspire others to achieve these Work with others to translate strategic direction into operational goals and build a shared understanding of the link between these and core business outcomes Create opportunities for recognising and celebrating high performance at the individual and team level Instil confidence, and cultivate an attitude of openness and curiosity in tackling future challenges
People management Manage reform & change	Adept	<ul style="list-style-type: none"> Support teams in developing new ways of working and generating innovative ideas to approach challenges Actively promote change processes to staff and participate in communicating change initiatives across the organisation Provide guidance, coaching and direction to others who are managing uncertainty and change Engage staff in change processes and provide clear guidance, coaching and support Identify cultural barriers to change and implement strategies to address these