

Chief Executive Officer

- New Zealand's single largest martial arts group
 - Position of strategic accountability
 - Part-time or Full-time role
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International Taekwon-Do

International Taekwon-Do (ITKD) is the primary organisation in New Zealand practicing and teaching Taekwon-Do as developed by the art's Founder, General Choi Hong Hi. Established over 40 years ago in New Zealand, ITKD comprises of well over 3,500 members belonging to approximately 100 clubs nationwide. As an organisation, it has been acknowledged by Sport New Zealand as the single largest and best organised martial arts group in the country.

As a martial art, Taekwon-Do appeals to Kiwis of all ages and backgrounds. Children can join the specially designed TKD Kubz programme from as young as three, and many members participate well into their 60's and 70's. An art of self-defence, Taekwon-Do is a fantastic way to maintain health, fitness and flexibility. More than that however, Taekwon-Do also teaches discipline, respect, perseverance, and self-control.

Affiliated to the art's global body, International Taekwon-Do Federation, ITKD is recognised around the world for the quality of instruction and their success on the global stage. All ITKD instructors are certified and all gradings in New Zealand are recognised internationally. This means that students of ITKD can continue their training at any ITF club anywhere in the world. New Zealand boasts multiple world champions and in 2015 the New Zealand Team were awarded overall best country at the World Championships. ITKD has further been recognised by the New Zealand Government and is part of Sport New Zealand's Kiwisport initiative. Under this initiative, ITKD receives funding to provide Taekwon-Do instruction in a number of Auckland schools. It has been recognised that Taekwon-Do provides not only health benefits, but is also a fantastic vehicle to improve self-esteem, discipline, and personal accountability.

ITKD, as an organisation, is governed by a Board of appointed and elected Directors, and is led by the Chief Executive Officer and a small operations team. There are regional structures and technical advisory groups in place and a large and diverse group of volunteers support the organisation at all levels.

The Opportunity

Reporting to the Board, the Chief Executive will contribute to the short, medium- and long-term strategic planning process. You will be accountable for the day-to-day running of the organisation, providing leadership to the four-person Operations Team, as well as the Regional Directors, Club Instructors, and various external stakeholders including Sport New Zealand, Regional Sports Trusts and the global body. You will develop, implement, and monitor the annual business plan, managing the annual budgets and overseeing the events and communications schedule. You will identify innovation, ensuring that ITKD provides the best possible levels of service and support to the Clubs, which will continue to grow the membership and standing of the organisation both nationally and internationally.

Candidate Specifications

To be considered for this role, you will demonstrate a track record of business leadership and success. You will be a confident leader, able to not only direct the efforts of the operations team, but also to coral and inspire a cross-section of volunteers. You will be an adept relationship builder with excellent communication skills, a self-starter with a strong work ethic and the ability to prioritise competing work demands. You will have confidence managing budgeting, planning and reporting activities and will possess a strong financial analysis skillset. Experience within a comparable sports or recreation organisation would be highly advantageous, as would exposure working with fundraising, and regional and national sporting bodies.

Currently, this is a part-time role (circa 20 hours per week), but we would consider applicants seeking a full-time position.

Next Steps

To apply for this role, please click on this [link](#) to submit your resume. Applications close at 9am on the 20th November.