



Position:	Manager – U23 Major White Sox Women’s Team
Position Type:	Volunteer
Reports to:	High Performance GM
Duration	Position concludes Dec 31 2026
Location:	Flexible

Softball New Zealand/Poiuka Aotearoa

Our Vision: Whakakitenga – we want softball to be a sport for life. One that evolves as it needs to, is enjoyed by all those who connect with the game in any capacity and is characterised by success.

Softball in Aotearoa is a whānau sport. Across the generations the sport brings families and communities together for play and enjoyment. A truly gender equal game, softball is alive with growth and opportunity with over 20,000 participants nationwide. It is also a game popular with Māori and Pacific families who make up more than 60% of the game’s participants.

Softball New Zealand is the national sporting organisation charged with the responsibility of leading softball in New Zealand. We ensure our Men’s Black Sox and Women’s White Sox teams are competitive on the world stage; we develop and deliver quality national sports programmes at community and high-performance level; and we run world class events and tournaments.

About the role

The purpose of the Major White Sox (MSX) Manager role is to:

- Provide direction and leadership to the MSX Women’s management team.
- Liaise with SNZ around all proposed arrangements for events and tours, including but not limited to development of budgets, development of travel itineraries etc.
- Assume responsibility for the safety and wellbeing of all players and management of the New Zealand MSX Women’s team when involved in events/tours (including the travel to and from).

OUTCOMES:

- Provide a culture for sustainable success where player and staff wellbeing are paramount, and an environment where players, coaches and support staff can be at their best to perform to the levels expected of an international programme.
- Team and individual players are well planned and prepared with clear understanding of team strategies, individual focus areas and performance targets.
- Support a high-quality and effective daily training environment.
- Support a robust and well-planned national selection process.
- Strategic Alignment with Softball NZ

Operations:

- Oversee the day-to-day operations of the team, including coordinating practices, managing schedules, and ensuring that all logistical needs are met
- To liaise with SNZ office staff regarding finances and logistics, including travel and accommodation bookings, outfitting, fundraising, budgeting
- Be the conduit between SNZ and the athletes
- Manage the team's budget, including allocating resources efficiently and ensuring financial accountability
- Undertake a risk assessment ahead of all tours/events and put mitigations in place
- Keep SNZ informed of any issues that may become contentious and/or of significant public interest
- Oversee the maintenance, and inventory of team equipment and uniforms

Leadership

- To provide leadership to the MSX Women's management group and athletes
- To represent SNZ in all dealings with athletes and management
- To be responsible for the welfare and behaviour of the MSX Women's team at all times
- To represent SNZ in all official capacities (except those taken on by the Head of Delegation or Head Coach) when at an event/tour

Communication and Relationships

- Maintain a close working relationship with all levels of management.
- Maintain communication links with all key stakeholders.
- Provide SNZ with a full report of the team's participation in the event/tour, including recommendations for future action, within 30 days of the completion of the event/tour.
- Fulfil media responsibilities in line with SNZ policies
- Oversee all Drug Enforcement requirements with regard to WBSC, Sport Integrity Commission & SNZ policy and procedures.

Required skill set :

The ideal candidate will possess:

- Extensive experience in sports management, preferably with a focus on softball or baseball.
- Strong organisational and leadership skills, with a proven ability to manage teams and projects effectively.
- Excellent communication and interpersonal skills, capable of building strong relationships with players, staff, and stakeholders.
- Ability to operate in a frequently changing environment and to act unsupervised
- Financial acumen with experience in budgeting and resource management.

This is a volunteer role. Softball New Zealand will pay all reasonable expenses incurred when the role holder is involved in approved team activities.

The successful candidate will be required to complete the Sport Integrity Commission – Child Safeguarding and protection course.

Relationships:**Main internal stakeholders**

SNZ CEO
GM High Performance
SNZ Business Support Administrator
Major White Sox Head Coach
National pathway coaches, management, and players

Main external stakeholders

Regional associations
World Baseball Softball Confederation (WBSC)
Commercial partners