

ARCHERY NEW ZEALAND

Restructure Proposal 2018



Why Do We Need To Change?

Our current constitutional structure is unsustainable

It requires the Board to be heavily engaged in the day to day operations of the Association

Focus is diverted from the core governance functions of a board

We want Archery NZ to be around for generations to come

We want it to grow, strengthen and provide a pathway for both recreational and competitive archers to the very highest level

To do this, the different functions of management and governance need to be separated

This will enable people with different skills and experience to more effectively contribute to the long-term benefit of Archery NZ.

How Do We Change?

A new structure has been proposed to separate the management of Archery NZ and the governance of Archery NZ

A new Board structure will be made up of five elected members and two appointed members which will focus on the governance of Archery NZ

An Operations Manager will be appointed by the Board to oversee the management units (formerly the Commissions) of Archery NZ

An Administration Manager has been appointed to take care of the day to day administration of Archery NZ

Updated Constitution and Administration Rules will be presented to the members at the SGM to reflect the new structure.

Proposed Archery NZ Board

The Interim Board of Archery NZ will take office from the AGM in 2019 if the proposal is accepted

The Interim Board members will be **appointed** by the current Board of Archery NZ

A call for applications for prospective Interim Board members will be sent out to all Archery NZ members prior to the SGM and AGM

A short bio of each prospective Interim Board member will be distributed to all Archery NZ members prior to the SGM and AGM

The Interim Board will initially work through the process of setting up the new structure of Archery NZ

The full Board from 2020 will be made up of seven members, with five Archery NZ members **elected** at the AGM and two members **appointed** to the Board; one appointed member must be independent of Archery NZ

The independent member(s) will be chosen for their skills that will compliment the skills of the elected members of the Board

The Chairperson will be a member of Archery NZ

The Chairperson and Deputy Chairperson will be **appointed** from within the Board.

Term of Office

Proposed Archery NZ Board (2020 onwards)

- Five members will be **elected** in 2020
- Three members will be **elected** for two (2) years and two members will be **elected** for three (3) years
- One **appointed** member for two (2) years and the other for three (3) years
- The Chairperson and Deputy Chairperson will be **elected** in alternate years

Operations Manager

- Will initially be **appointed** by the Interim Board for a 12-month term with a review at the end of this period
- After the initial term the Operations Manager will be **appointed** for a three (3) year term with a two (2) year right of renewal
- A sub-committee of the Interim Board will act as the Operations Manager until an appointment has been made

The Administration Manager will be **appointed** for a two (2) year term

Operational Team Leaders

- Will be **appointed** for a two (2) year term by the Operations Manager and ratified by the Board
- The Technical Support Coordinator will be **elected** at the (Technical Support (previously the Judges' Commission) AGM

Operational Team Members

- The Athletes, Coaches and Youth Coordinators will be **elected** for a two (2) year term at their AGM
- The other Operational Team Members will be appointed for a two (2) year term by the Operations Manager and the Administration Manager

Operations Team

The Operations Team is a new name for what are now currently the Commissions

Each Team will be made up of a Team Leader (either titled a Coordinator or a Manager) and sub-groups

The Operations Manager will oversee the Teams

The Team Leaders (Coordinators and Managers of each Team) will report to the Operations Manager, who will in turn report to the Board and give any recommendations that may be required

The Team Leaders (previously the Commission Convenors) that were elected at their AGM will still be able to be elected in the same manner

Team Leaders will be able to co-opt others onto their teams to help carry out their work

Each Team member will be able to carry out the work that suits their strengths and interests without having to deal with the governance of Archery NZ

Five Key Operational Teams

1. Premier Events

The Premier Events Manager will be responsible for the organisation and hosting of the Premier Events hosted by Archery NZ including:

- Trans Tasman
- Oceania events
- National Indoors
- National Outdoors
- National Fields
- The Premier Events Manager will have an *Equipment Coordinator* who is responsible for the overview of the equipment owned and operated by the Association. This will include maintaining an inventory of the contents of the containers as well as development and implementation of an equipment plan which will identify the maintenance and replacement of existing equipment along with the purchase of new equipment.

2. Membercare and Development

The Membercare and Development Manager will be responsible for a team which includes;

- Athletes Coordinator
- Coaches Coordinator
- Youth Coordinator
- Postal Coordinator
- Awards Administrator
- Registrar
- Records
- Results
- Ranking

3. Technical Support

The Technical Support Coordinator (formerly the Judges' Convenor) will be responsible for the Judges, Administration Team and the Directors of Shooting.

4. Marketing and Communications

The Marketing and Communications Coordinator will be responsible for the website, Facebook page, media and The Archer. The Marketing and Communications Manager will have a

- *Merchandise Coordinator* who will be responsible for the sale and purchase of Archery NZ merchandise.

5. Financial

The Financial Officer will be responsible for a team which is responsible for:

- Invoicing
- Paying accounts
- Insurance
- Statutory compliance

When Do We Make the Change?

A Special General Meeting (SGM) will be held prior to the Annual General Meeting (AGM) at the upcoming Nationals in Auckland in January 2019 to accept the recommendation to change the structure of Archery NZ

If the members agree to the changes then the new Interim Board appointments will be ratified at the AGM

This Interim Board will only be for twelve months and the new Board of Archery NZ will be elected at the 2020 AGM

If the changes are not adopted at the SGM the status quo will apply and the new Board will be elected at the AGM as usual.

What will It Cost Us

- There are two paid positions proposed in the new structure
 1. The Operations Manager
 - This is a new position
 - Expected to be paid for at least 10 hours per week but no more than 15 hours per week
 2. The Administration Manager
 - This is an existing position created in mid-2018
 - Paid for a maximum of 20 hours per week
- After review of our budgets the membership fees will need to increase from 1st October 2019 to approximately
 - \$125 - \$150 for a full senior membership
 - \$63 - \$75 for a Youth membership
- Applications for funding, via grants, are being undertaken to help cover the Administration Manager's costs
- Further applications will be needed to cover for other roles such as the Operations Manager and possibly the Events Manager in the future.

Benefits of Belonging to Archery NZ

- Ability to compete in various postal shoots including those dedicated to Youth development
- Ability to compete for NZ records and trophies, along with pins and badges
- Ability to claim World Records with World Archery
- National tournaments (Outdoor, Field, Clout & Target)
- International tournaments held in NZ (Trans Tasman)
- Support for Clubs which our members belong to, and promotion of their events
- Officials for assisting with the running of events e.g. Judges, DoS
- Coaches and training provision for new coaches
- A pathway to international events hosted by World Archery (World Cups & World Championships)
- Representation at the NZ Olympic Committee
- A pathway to the Olympic Games and Commonwealth Games, both Senior and Youth
- Access to development funding from SportNZ
- Support and advice from Drug Free Sport NZ
- Endorsement from a National Sport Organisation for any funding bids or sports awards by members and clubs.

Timeline

Visit to Clubs

- Christchurch 20th October
- Manawatu 10th November
- Auckland 1st December

13th November

- Applications for prospective Interim Board members sent out

3rd December

- Final formal notice to members for Special General and Annual General meetings
- Proposal pack including amended Constitution and Administration Rules
- Applications for prospective Interim Board members close

6th December – Call for Expressions of Interest for Operations Manager & Team Leader roles

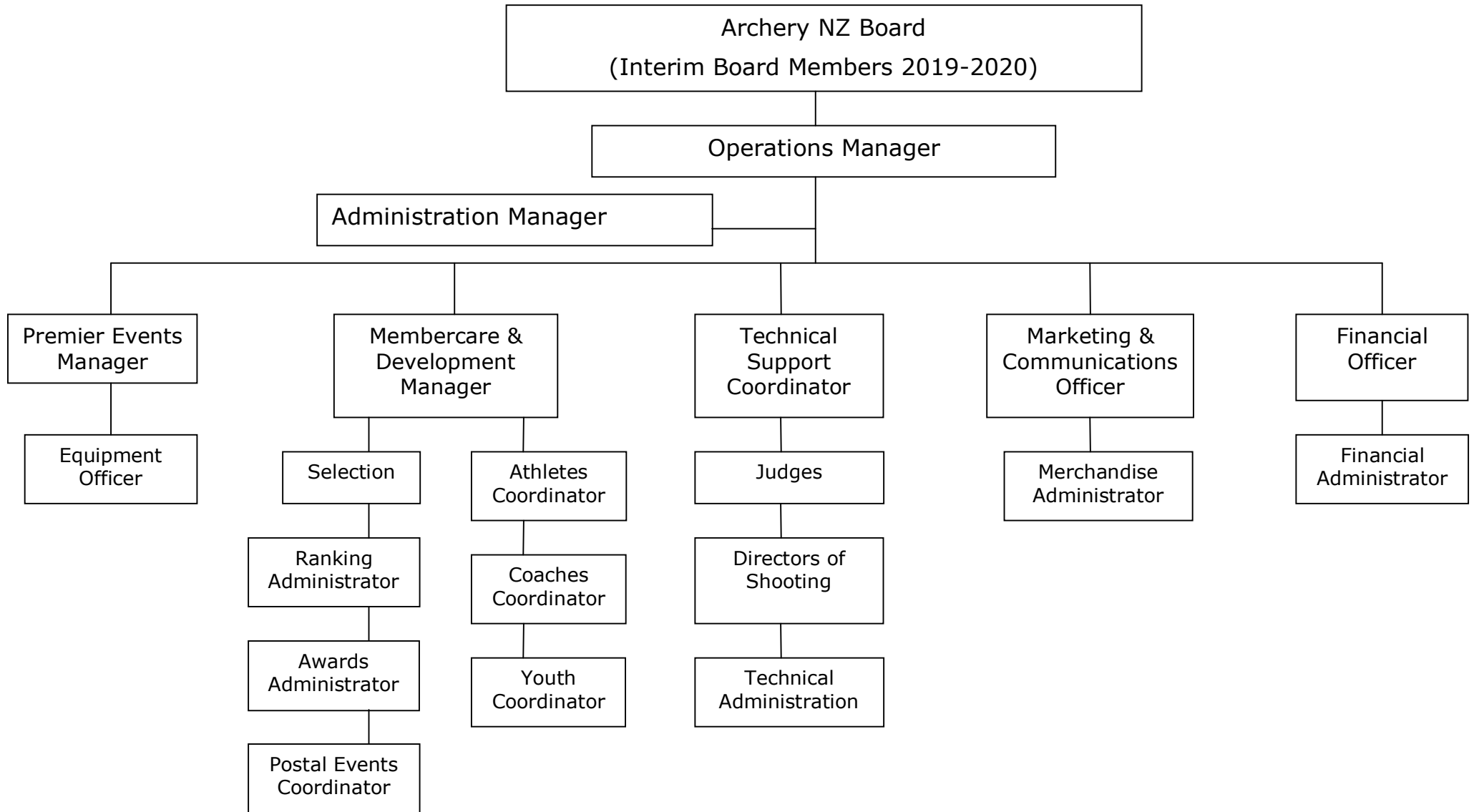
Mid-December - Bios of prospective Interim Board members 2019 circulated

6th January

- Special General Meeting – vote on the proposed changes
- Annual General Meeting – ratify Interim Board if proposed changes are adopted at SGM

20th January - Expressions of Interest for Operations Manager & Team Leader roles close

Proposed Structure of Archery NZ



Existing Structure of Archery NZ

