



TBNZ Assistant CEO

Job Description

Appointed by: The Chief Executive Officer (CEO)

Liaises with:

The Board, Proprietors Representative, TBNZ Management Team, TBNZ members, Bowling Centres, Sports New Zealand, New Zealand Olympic Committee, International Tenpin Bowling Nationals Sports Organisations, International Tenpin Bowling Associations, Gaming Charities, External Suppliers and/or Sponsors.

Responsibilities

1. To assist the CEO in the carrying out of his/her duties per the CEO Job Description.
2. To act for the CEO should the CEO be unavailable.
3. Ensure that the TBNZ Rule Book is aligned to International Bowling Federation rules.
4. Enforces the TBNZ Rule Book.
5. Maintains an overview of TBNZ Tournaments rules to ensure clarity and consistency.