

EXPAND WORKBOOK



A WORKBOOK TO EXPANDING YOUR FUTURE
NZRPA BY THE PLAYERS
FOR THE GAME.
NEW ZEALAND RUGBY PLAYERS ASSOCIATION

The Representative Body of
New Zealand Professional
Rugby Players

Enabling our rugby players to thrive,
on and off the field...and the game to
unite and inspire New Zealanders

PLAYER

Communication and Engagement

- 0800 PLAYER support line
- Social media platforms and publications
- Team, player visits and roadshows
- NZRPA Info Centre
- Player handbooks and protocols
- Team representatives
- Player surveys and feedback
- Rugby Club for retired players

Personal Development and Growth

- **Young Player Education Programme**
 - Character and personal development
 - Life skills and making good decisions
 - Seeking good advice
- **Personal Development Programme**
 - Career planning, education and work experience
 - Financial and asset protection education and awareness
 - Character development and mental wellbeing
 - Professional rugby work expectations and obligations
- Transitioning, overseas and retired player support

Representation and Support

- Player input and voice on issues of importance
- Collective bargaining and player contracts
- Agent accreditation and advice
- Season and competition structures
- Laws, rules and regulations
- Problem and dispute resolution
- Conduct advice and support
- Sports integrity including anti-doping and corruption

**OUR
PEOPLE**

UNITY
*Move together,
trust one another*

CAMARADERIE
Friendships for life

HONESTY
Act with integrity

SUCCESS
Strive for it

LEGACY
*Build for the future
reflect with pride*

EXPANDING YOUR HORIZONS WORKBOOK



Self-identity

Expanding your horizons

Expanding your horizons and navigating change are both constant parts of growing as a person.

Why do you think it is important to keep expanding your horizons in life?

If you think of yourself as a sailboat, waka or vaka, what is the key to expanding your horizons and successfully navigating change?

Self-identity

What do you think self-identity is? *[Hint: check out page 66 of EXPAND or page 1 of the individual Expanding your Horizons section]*

What can having a strong sense of self [self-identity] help you with?

What is it common for aspiring athletes, especially teenagers, to think their identity is based on?

Complete the sentence: Rugby is something I do, it is not _____ I am.

Write down the important things that make up your identity:

What do you think the statement “It is important that you own your truth while also accepting others for who they are” means? *[Hint: check out page 68 of EXPAND or page 3 of the individual Expanding your Horizons section]*

Self-identity

Can you think of a time when your identity has been challenged?

Write down an example of how you can talk more positively to yourself:

Is self-identity something that continues to develop throughout your life?**(Circle one)** **Yes** **No**

Complete this sentence:

BE YOURSELF . . . BECAUSE EVERYONE ELSE IS _____ !

Culture

Write down how understanding your culture can give you a greater sense of self-identity and be very rewarding: *[Hint: check out page 68 of EXPAND or page 3 of the individual Expanding your Horizons section]*

What are the positives you take from your culture, history and family?

Write down any pressures you find challenging around your family or culture:

What would you like to learn about your history or family?

How will you go about doing that?



What does success look like for you?

What does success look like for you?

What do you think success is? [Hint: check out page 70 of EXPAND or page 5 of the individual Expanding your Horizons section]

What does success look like for you in the short term [next two years]?

How do you think you will achieve that short-term success? What steps do you need to take?

What does success look like for you in the medium term [next five years]?

How do you think you will achieve that medium-term success? What steps do you need to take?

What does success look like for you in the long term [next 20 years]?

How do you think you will achieve that long-term success? What steps do you need to take?

Circle the ones that are important to you or those which you want to improve on or focus on in your life:

I wish I'd had the courage to live a life true to myself, not the life others expected of me.

I wish I hadn't worked so hard.

I wish I'd had the courage to express my feelings.

I wish I had stayed in touch with my friends.

I wish that I had let myself be happier.

Drive yourself along the path that leads you to your own vision of success.



Replace fear of failure with hunger for growth

Replace fear of failure with hunger for growth

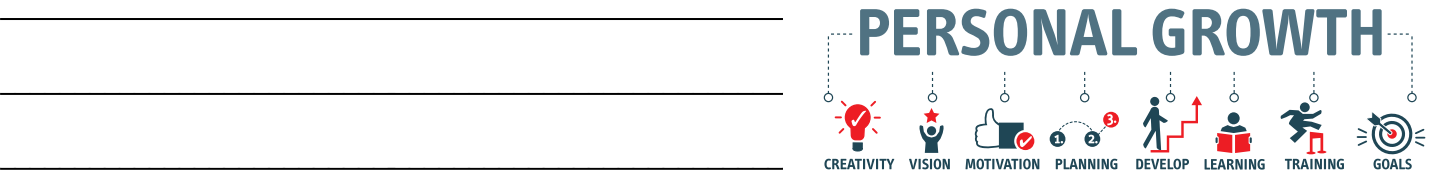
Failure – live with it and learn from it.

You don't win every game in your rugby career and real life is no different.

What are the biggest challenges you have already faced in your life?

What did you learn from facing those challenges?

PERSONAL GROWTH



An important part of life is accepting and understanding that you will experience failure and that not everything will go according to plan, but it is what you learn on the journey that is the most valuable. Failure is where transformation happens.

Name two of the world's most successful people who have experienced failure:

1. _____ 2. _____

Complete the sentence:

Just because you _____ at something does not mean you are a failure. It means you are _____ and _____.

Failure is where most GROWTH and LEARNING occur.

What is something you have always wanted to try but haven't?

What has stopped you trying it?

When things are not going right, remember that it will not last forever either, so change the word failure into growth.

F _____ **A** _____
I _____ **L** _____

Write down the quote you like the most from either Thomas Edison or Albert Einstein: [Hint: check out page 71 of EXPAND or page 6 of the individual Expanding your Horizons section]

Building your team

Building your team

It is important to surround yourself with good people and, just like in your rugby team, you need to build yourself a team that you can trust and depend on to help you through your journey.

What does having a good network outside of rugby do for you?

[Hint: check out page 72 of EXPAND or page 7 of the individual Expanding your Horizons section]

Write down the names of the closest people you have in your team, including family, partner and friends:

Write down the people's names who are in the outer circle of your team including your agent, lawyer, accountant and mentors:

Write down the names of other people you have in your circles. [This could include your PDM, NZRPA, doctor, insurance broker, financial adviser, banker etc.]:

When it comes to your finances, who should you make sure you get independent advice from?

Before choosing a financial adviser what should you do?

Accredited Agents

The New Zealand Rugby Players' Association recommend players use what sort of agent?

What makes an NZRPA Accredited Agent different from other non-accredited agents?

It is important that the person who handles your rugby contracts has what comprehensive knowledge?

What is the NZRPA Agent Charter?



Building your team

Where can you find a copy of the NZRPA Agent Charter and a list of accredited agents?

Mentors

What is a mentor?

Who are your mentors?

If you don't have one, who in your life do you think would be a good mentor for you?

Lawyers and accountants

What services do lawyers and accountants provide? *[Hint: check out page 73 of EXPAND or page 8 of the individual Expanding your Horizons section]*

Do all lawyers and accountants do all things? [Circle one] **YES NO**

If you are going overseas to play, what knowledge should your accountant have?

What is the best way to find out what your lawyer or accountant is going to charge you? [This is not a trick question!]

Name two ways you can find a lawyer or accountant:

1. _____ **2.** _____

Changing people in your team

It is important you have a solid team that offers a variety of skills and people you can learn from.

What value do the people you have in your team add to your life? Can you count on them?

Ultimately, the decision about who you work with lies with you.

Do you think you need to add or remove people from your support team? [circle one] **YES NO**

Are there any skills missing from your team? [circle one] **YES NO**

If you think there are gaps, list the skills you want to add to your team:

Developing good decision-making processes

Developing good decision-making processes

In life, you will constantly have to make decisions. Some will be bigger than others and, in certain stages of your life, they'll affect more than just you. As a result, it is important that you develop robust decision-making processes.

Complete the sentences:

The key to developing good decision-making is being _____ with yourself.

It's best not to make major life decisions during times of _____ – avoid making big decisions until you have recovered.

List the 5 steps to good decision-making: What are five other tips for making good decisions?

Step 1:	_____	* List	_____
Step 2:	_____	* Who	_____
Step 3:	_____	* What	_____
Step 4:	_____	* Take	_____
Step 5:	_____	* When	_____

List a few people you trust and respect, who have life skills and experience and would be good for you to talk to when you have to make major life decisions:



Planning

Having plans and strategies in life can enhance your ability to achieve your goals. Just as having a game plan on the field is important, having one off the field is important too.

What does having multiple plans for different outcomes do to your stress levels?

It has been proven that if you plan and research and tap into the help available through your personal development programme, your second career will be what?

You can employ a useful strategy in life by having a plan A, B and C.

Write down three different loose plans according to three different scenarios:

1. If I have an overseas rugby contract I will: _____

2. If I have a New Zealand rugby contract, I will: _____

3. If I have no contract or retire, I will: _____

How stress affects your decision-making

How stress affects your decision-making

Through adversity comes the opportunity for growth
Through the changes and challenges you experience, you develop resilience, you grow and you learn about yourself.

Think of a previous major life-changing event you have been through and write down what you learned from it:

Being in a state of heightened emotions can affect what?

Write down what research has proven to be the most stressful situations: *[Hint: check out page 75 of EXPAND or page 10 of the individual Expanding your Horizons section]*

1 _____	2 _____
3 _____	4 _____
5 _____	6 _____
7 _____	8 _____

There are plenty of other life stresses including being off contract, changing careers, financial challenges, birth of children [due to the change in lifestyle and sleep deprivation], emotional problems and family issues, so it's important to make sure you have the right support so you have the tools you need to work your way through these issues.

List five simple strategies that can help you deal with stress:

1. _____

2. _____

3. _____

4. _____

5. _____



Basic strategies to help you cope with major life events

Basic strategies to help you cope with major life events

From the list below, pick out two major life events you have experienced and write down three strategies that helped you cope with them:

Death of a loved one _____

Divorce/separation _____

Getting married _____

Moving house/city/country _____

Major illness or injury _____

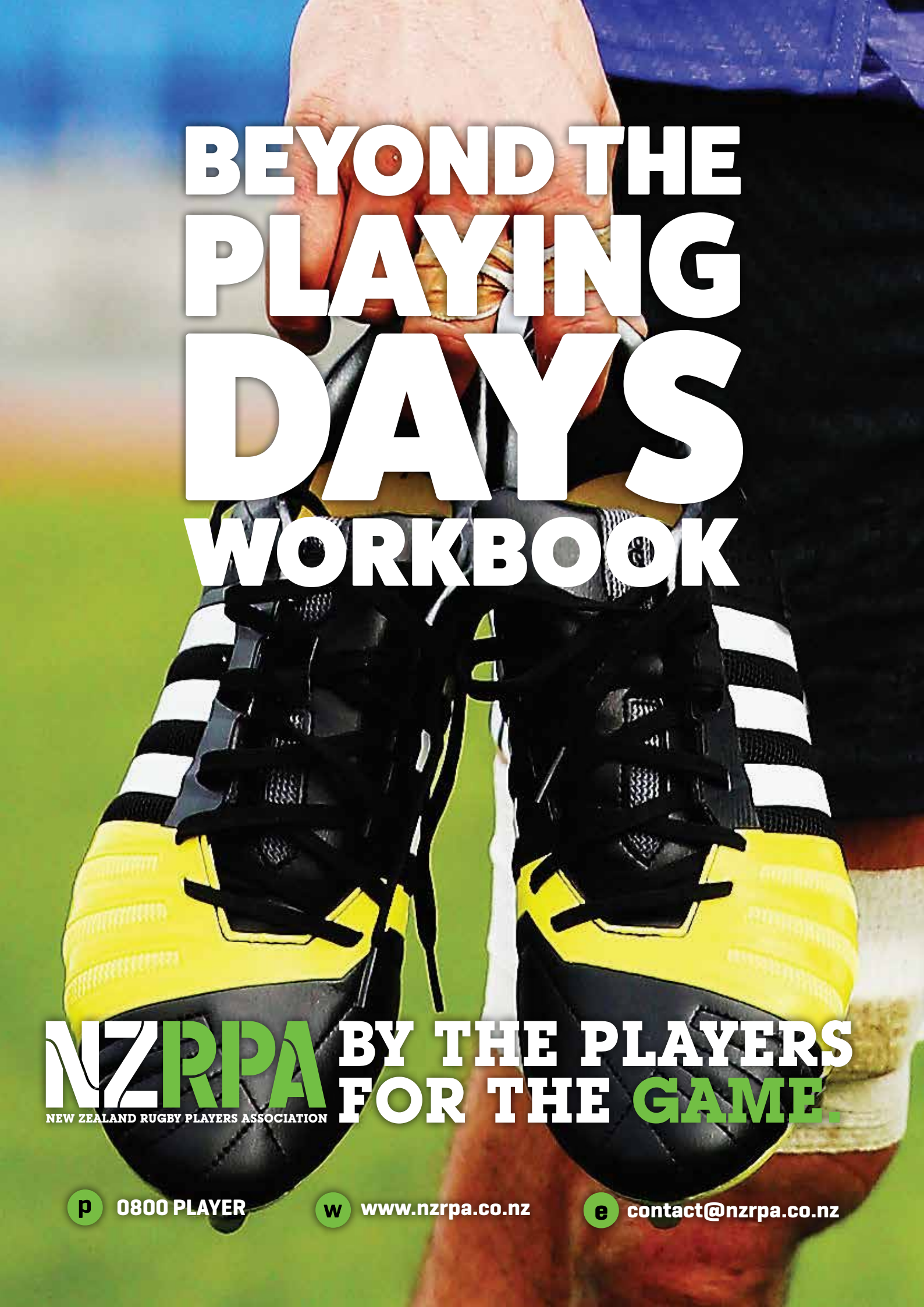
Job loss _____

Retirement/transition _____

Imprisonment _____

From the list above, pick out one major life event you’ve been through and write what it helped you to learn about yourself:

If you need support for any of these events or other things going on for you, where can you find a list of helpful numbers and websites? *[Hint: check out the bottom of page 76 of EXPAND or page 11 of the individual Expanding your Horizons section]*



BEYOND THE
PLAYING
DAYS
WORKBOOK

NZRPA BY THE PLAYERS
NEW ZEALAND RUGBY PLAYERS ASSOCIATION FOR THE GAME.

p 0800 PLAYER

w www.nzrpa.co.nz

e contact@nzrpa.co.nz

When is it time to stop playing professionally?

When is it time to stop playing professionally?

There comes a point in every professional rugby player’s career when it is time to stop playing professionally. How do you know when that time is?

What are the three main ways a professional rugby career may end? *[Hint: check out page 82 of EXPAND or page 1 of the individual Beyond the Playing Days section]*

- 1. _____
- 2. _____
- 3. _____

What will you experience a variety of? _____

What do some sportspeople describe the feelings as? _____

Those who have planned for their retirement and have been working on other meaningful interests, hobbies, work or other types of fulfilment while they have been playing find their transition is what?

Forced retirement due to injury

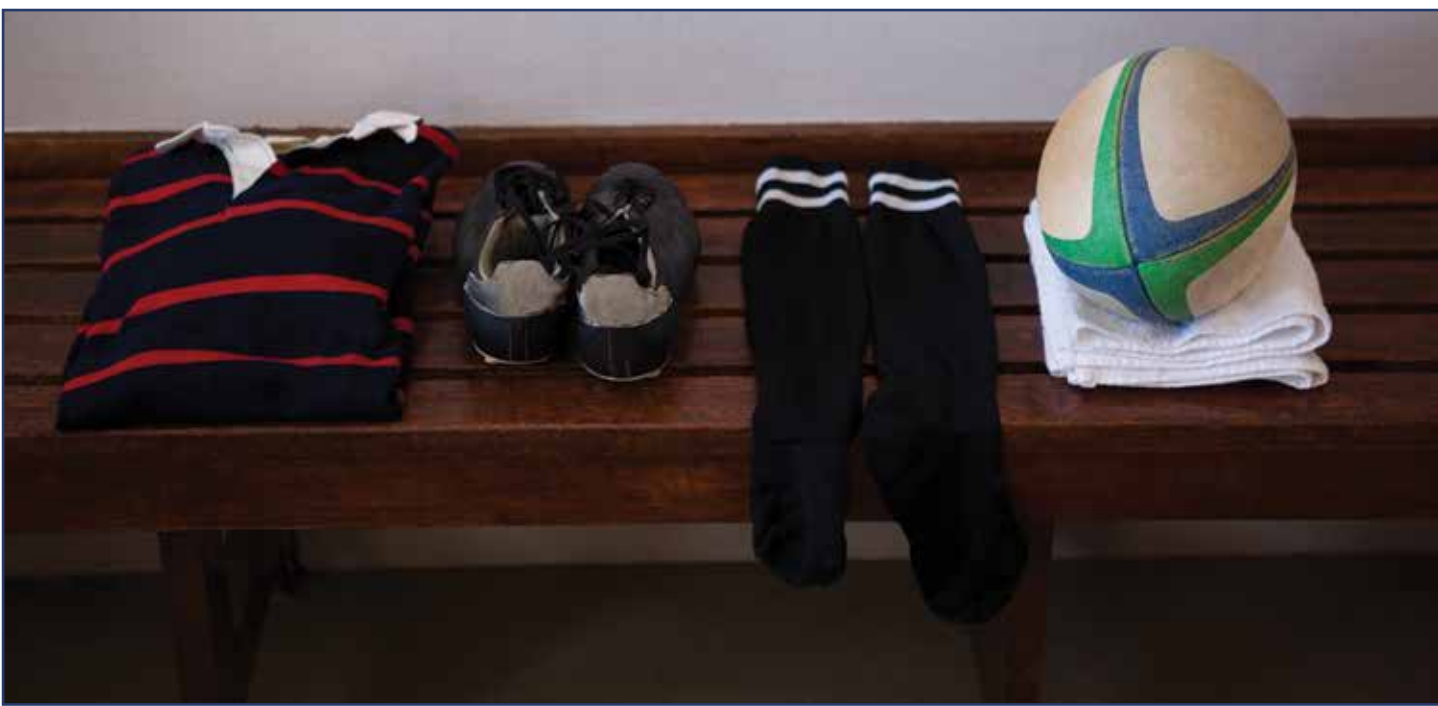
Having a career-ending injury can be very challenging to deal with.

Why can seeking an additional medical opinion be useful? _____

What is the question you will find yourself facing after the initial shock of receiving a career-ending injury?



When is it time to stop playing professionally?



What does research show about players who are well prepared for life after rugby?

What is it natural to feel about not finishing your rugby career on your own terms?

Who can help you seek some professional guidance? _____

Under special circumstances, some professional players whose rugby careers are cut short by a career-ending injury while playing may be eligible for an insurance payout or to apply to the Benevolent and Welfare Fund for support.

Where can you find out more information on the Benevolent and Welfare Fund and insurance policies?

Deselection

What question should you ask if your services are no longer required by one team?

Who can help you search for other opportunities? _____

There might come a time when playing opportunities are not available and you find yourself outside the professional environment due to deselection. This can present some real challenges on many levels.

Deselection can be hard to process. What is the key when plans get disrupted?

When is it time to stop playing professionally?

Retirement by choice

When deciding to finish playing on your own terms, don't be afraid to ask yourself some hard questions.

Answer these questions in the space below:

- Am I still playing rugby because I don't feel I have other options?
- Am I being honest with myself about my rugby form and future?
- Have I gone as far in the game as I realistically think possible?
- Have I achieved my goals?
- What is my enjoyment level?
- What is my financial situation?
- What is my family situation?
- Has my body had enough?
- Has my mind had enough?
- How would I feel if I were to retire tomorrow?
- Am I ready for retirement?
 - If yes, how and why?
 - If no, what am I going to do about it?

Preparation is key

In all three of these professional career-ending situations, research shows what?



The pieces of the puzzle

The pieces of the puzzle

There are many different things you need to think about, deal with and plan when you move out of the professional game. It can be both challenging and exciting as you enter a new phase of your life.

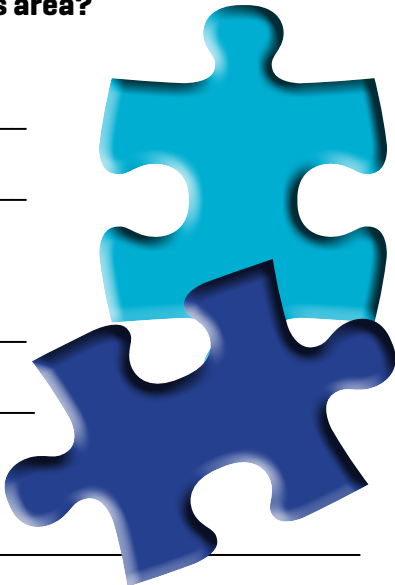
Complete the sentences: *[Hint: check out page 22 of EXPAND or page 5 of the individual Beyond the Playing Days section]*

The most successful transitions come from being _____ and _____, so here are some pieces of the puzzle of life after rugby for you to start thinking about.

Just like a _____, post-playing life is not one big piece, but it is made up of many pieces that you can _____ on long before you hang up your professional boots.

Thinking about your retirement from professional rugby, answer the questions below:

1. Where am I going to live?
2. Do I still want to be involved in rugby or do I need a complete break from the game for now?
3. Do I have enough savings to buy me time to study or decide what I want to do?
4. What am I passionate about and what interests me for the next step?
5. Do I have a fitness plan in place that is interesting, enjoyable and sustainable? What does it look like? What will I do to keep fit?
6. Have I connected with people within my network who might be able to help me?
7. What is the current state of my mental wellbeing? Do I need some help in this area? If yes, where should I go to get help?
8. What are the work and education needs of my partner and kids?
9. Do I have short-term and long-term goals?
10. Have I come to terms with my retirement from professional rugby?



The pieces of the puzzle



11. Have I got my CV and LinkedIn profile up to date? _____

12. Who are my valuable connections in rugby and how am I able to leverage them? _____

13. Have I researched study or retraining options for when I stop playing professionally? _____

14. Have I had a good medical exam and registered with a local general practitioner so I can keep an eye on my health? _____

15. Do I know the transferable skills that I have gained from rugby, which I can use in my next career? _____

16. Am I able to work on a dual career or study while I am still playing? _____

17. Have I done a living budget to cope with the change in my income? *[Think about what you might earn your first year out of rugby and what your living costs will be.]* _____

18. Once I am no longer playing rugby, who am I? _____

19. What will my diet look like when I am not playing? _____

20. Having been in a team environment for so long, where will I get my social connections from now? _____

21. Have I spoken to other players who have transitioned out of the game to see how they coped? _____

22. What are my values, interests and motivators? _____

23. What are my financial goals? _____

The pieces of the puzzle

24. What do I do for fun? _____

25. Do I have access to a good lawyer, accountant and investment adviser? _____

26. Do I have strategies for coping with stress? *[List those strategies]* _____

27. What are some things I have always wanted to do that I haven't been able to while I've been playing rugby? _____

28. Where should you go for support, advice and assistance about your transition into your next career? _____

As you move forward into the next phase of your life, it is important to ask yourself these questions:

Where am I? _____

Where do I want to be? _____

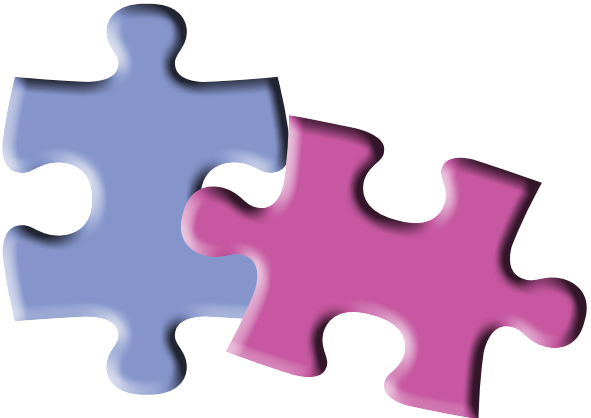
How will I get there? _____

Who do I need to help me? _____

The NZRPA Rugby Club

What is the NZRPA Rugby Club? *[Hint: check out page 29 of EXPAND or page 12 of the individual Beyond the Playing Days section]* _____

How do you get hold of the NZRPA Rugby Club team? _____



What to expect - the reality of retiring from professional rugby

What to expect – the reality of retiring from professional rugby

All people experience changes in life but one change that is unique to just a small group of people is that of leaving a professional sporting career.

Complete this sentence: *[Hint: check out page 30 of EXPAND or page 13 of the individual Beyond the Playing Days section]*

Even though changing careers can be daunting, with the right _____, it can also present some very exciting opportunities if it is approached with the _____.

List eight strategies you can implement to help you plan for the next phase of your life while increasing your chance of making it a success, then write one tip for dealing with each strategy: *[Hint: check out page 31 of EXPAND or page 14 of the individual Beyond the Playing Days section]*

1. _____

Tip: _____

2. _____

Tip: _____

3. _____

Tip: _____

4. _____

Tip: _____

5. _____

Tip: _____

6. _____

Tip: _____

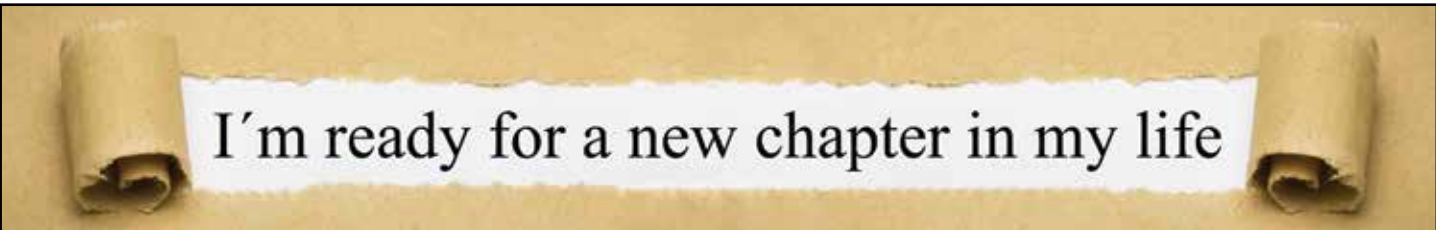
7. _____

Tip: _____

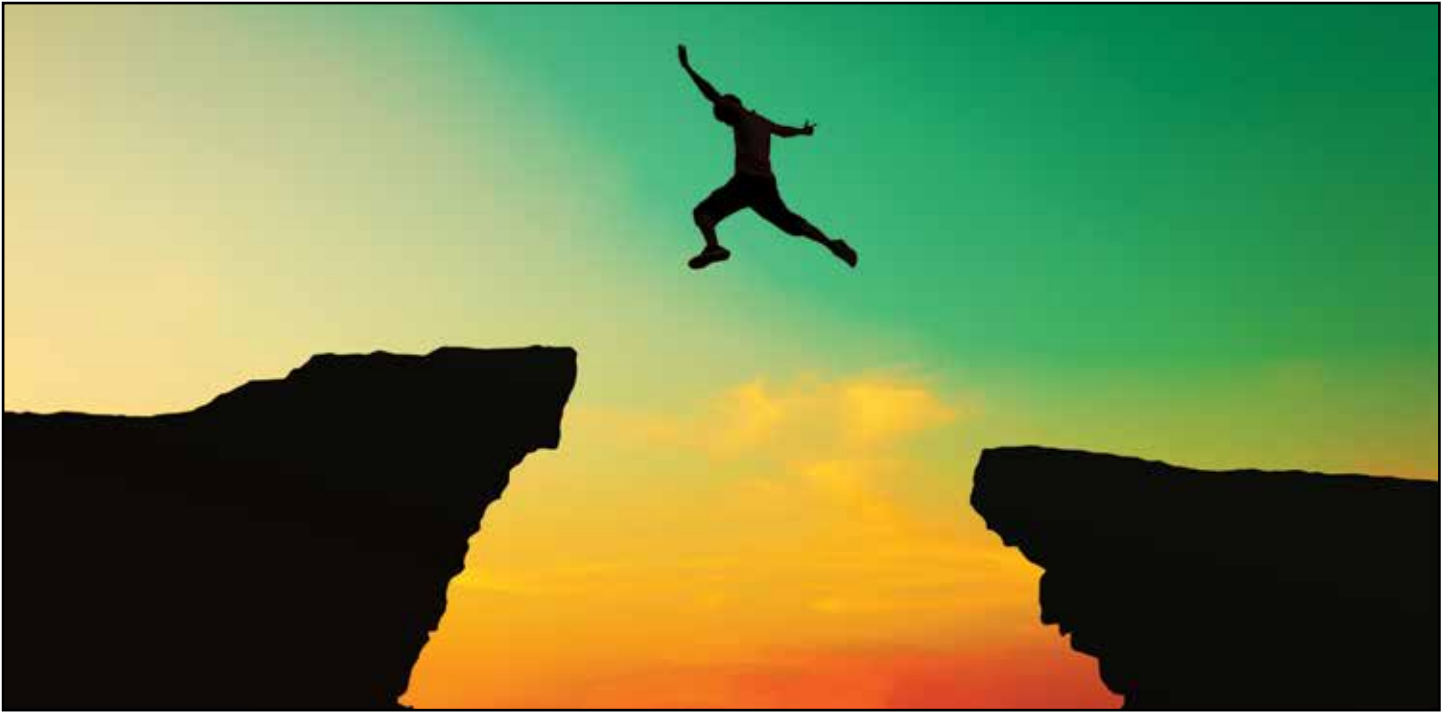
8. _____

Tip: _____

You have to drive your future, so open your mind to growth and live with courage!



Positive planning



Positive planning

To make the move from your sporting career to your next career a positive experience, you need to expand your horizons and grow your mindset.

It might not all be smooth sailing, but research has proven that you can improve your chances of a better experience if you understand what it takes to be a capable, motivated and driven member of society. To achieve that, a person needs to meet three key needs – autonomy, competence and relatedness. This is called **motivation theory** or **self-determination theory**.

Research has recognised that, in order to have a successful transition from one career to another, a person needs to deliver in all three areas of motivation theory or self-determination theory.

List the three key needs and describe what they are then give a positive example of each. *[Hint: check out page 32 of EXPAND or page 15 of the individual Beyond the Playing Days section]*

1. _____

Description _____

Positive example: _____

2. _____

Description _____

Positive example: _____

3. _____

Description _____

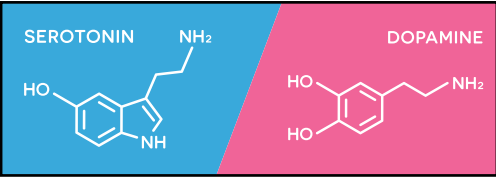
Positive example: _____

The science behind understanding how your body and brain work

Understanding how your body and brain works

There are four neurochemicals that are responsible for your happiness.

What are those four neurochemicals? *[Hint: check out page 34 of EXPAND or page 17 of the individual Beyond the Playing Days section]*



D _____ **S** _____ **O** _____ **E** _____

Once you stop playing professional sport, it is important to work out how to replicate the production of these neurochemicals in a healthy.

Complete this sentence: There are many _____ ways to encourage these chemicals to flow, which in turn can have a _____ impact on your mental wellbeing, _____ and productivity.

Describe what each chemical is and a healthy way to produce it:

Dopamine: _____

Healthy way to produce dopamine: _____

Serotonin: _____

Healthy way to produce serotonin: _____

Oxytocin: _____

Healthy way to produce oxytocin: _____

Endorphins: _____

Healthy way to produce endorphins: _____

The table below shows the change of sources for some of the chemicals released by the body during and after a sporting career. It also shows the differences between positive career change and challenging change.

Circle the chemicals you have felt during your sporting career:

AREA	DURING SPORT	POSITIVE CHANGE	CHALLENGING CHANGE
Dopamine	Winning	New career success	Gambling, drugs, alcohol
Serotonin	Athlete status	New life status	Nothing
Oxytocin	Support team	New career, projects	Little or nothing
Endorphins	raining	New active goals	Inactive
Autonomy	Personal goals	New career goals	None
Competence	World class	Use other skills	Little or nothing
Relatedness	Support team	New career, projects	Little or nothing

What you need to navigate your way through the next phase of your career

What you need to navigate your way through the next phase of your career

There are five different elements you need to navigate your way through the next phase of your career. Write down what they are and what they mean: *[Hint: check out page 37 of EXPAND or page 20 of the individual Beyond the Playing Days section]*

1. _____

Meaning: _____

2. _____

Meaning: _____

3. _____

Meaning: _____

4. _____

Meaning: _____

5. _____

Meaning: _____

Complete the sentence: Working on developing a _____ is an essential part of any transitioning programme for athletes.



What does being ‘life ready’ look like and how do you get there?

What does being life ready look like and how do you get there?

What does it mean to be life ready? *[Hint: check out page 38 of EXPAND or page 21 of the individual Beyond the Playing Days section]*

Life skills

What is a life skill?

What are the five key skills that the World Health Organisation suggest that a high-functioning, well-balanced and content human should possess?

1.
2.
3.
4.
5.

Working to develop these skills is recommended for athletes in order for them to be life ready as they move into a new career.

Complete this sentence: The great that news is that you may have developed many of these already during your.



What does being ‘life ready’ look like and how do you get there?

Understanding the sense of loss

It is natural for an athlete to feel a sense of loss when their professional sporting carer comes to an end.

What are the areas of loss that have been identified for athletes when their sporting career comes to an end?

1.
2.
3.
4.
5.
6.

The sense of loss for the athlete can result in them taking out their feelings on those around them.

Who are some people you can talk to who can help you process your feelings?

Ensuring your family appreciate that you are going through a period of significant change will help create what from them?

You may experience different mood swings and highs and lows as you try to adjust to your new life.

Having a good balance prior to retiring can reduce the sense of loss. What should that balance contain?

1.

2.

3.

4.

5.

6.

If you can, try to focus on being grateful for the special and unique experiences you had because of your sporting career. This can help reframe your feelings. This is known as **gratitude**.

What are five things you are grateful for from your sporting career?

1.
2.
3.
4.
5.



Behavioural change

A positive transition from a career in sport to one outside sport is important for a sportsperson’s long-term wellbeing. Research and investment have been dedicated to understanding what is needed in order to achieve positive change.

What are the three elements that are widely accepted as being required to achieve behavioural change and what do they mean? *[Hint: check out page 39 of EXPAND or page 22 of the individual Beyond the Playing Days section]*

1. _____

Meaning: _____

2. _____

Meaning: _____

3. _____

In your own words, write the four points that summarise the transition into the next phase of your career:

1. _____

2. _____

3. _____

4. _____

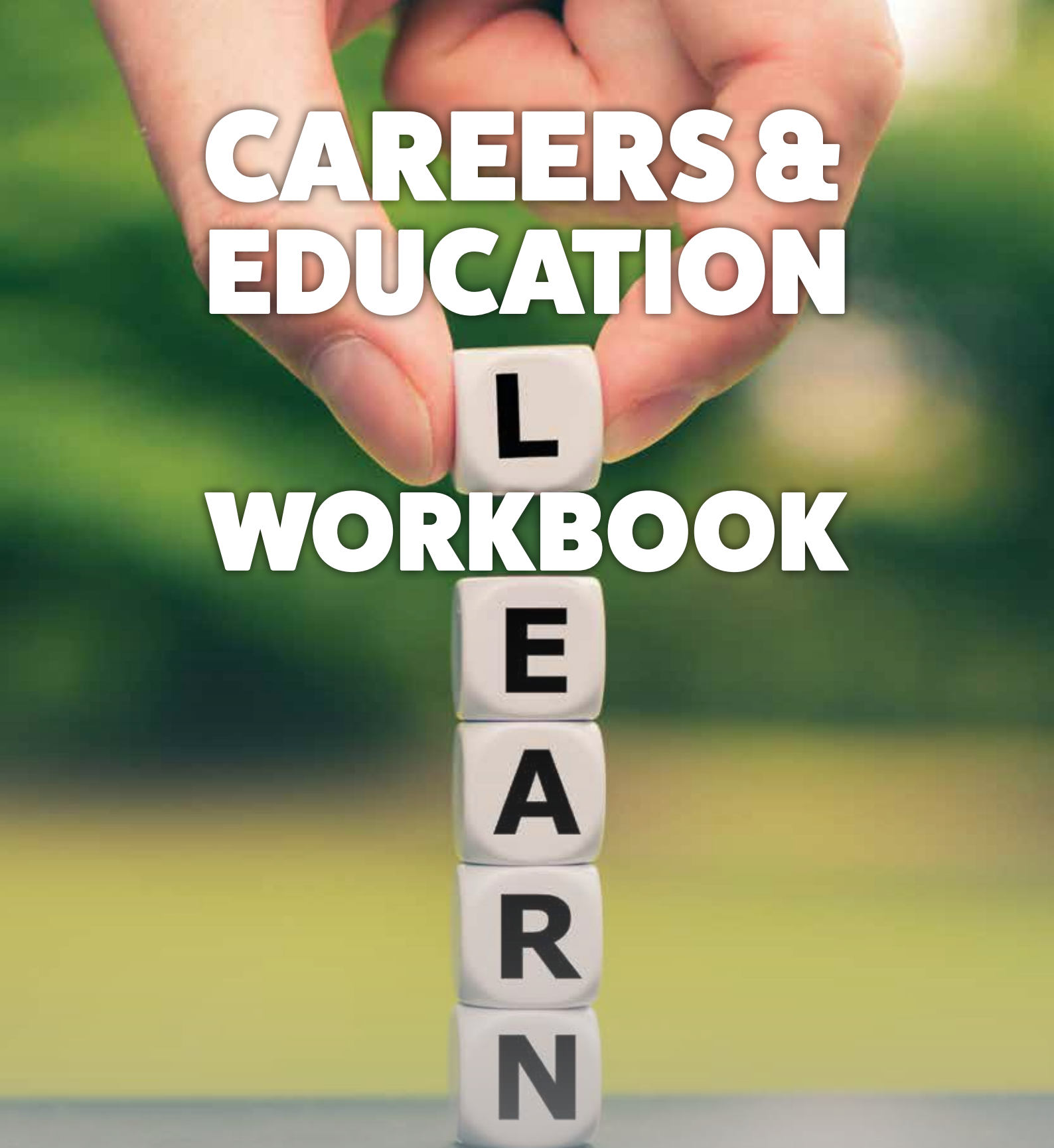
Alumni

Which Super Rugby Clubs have alumni? *[Hint: check out page 40 of EXPAND or page 23 of the individual Beyond the Playing Days section]*

What do the alumni do?

CAREERS & EDUCATION

WORKBOOK



NZRP**PA** BY THE PLAYERS
NEW ZEALAND RUGBY PLAYERS ASSOCIATION FOR THE **GAME.**

The next phase of your career

As your rugby career comes to an end, what are you going to do? What is your game plan for beyond your playing days?

Understanding yourself

If you're going to make career choices that work for you it is important you understand your own self-identity, where you come from, what your values are and what is important to you. What skills do you have? Which of them are you interested in learning to use? The better the fit, the more chance you have of both enjoying and sticking at your new career.

It doesn't have to be forever

To make an impact in rugby, it is important you get on the field and into the game. The same goes for your next career – it is important to get in there and get started. It is crucial you take action now! Whatever you decide to do, remember that it doesn't have to be forever. If you take one path and realise that it's not the right one for you, don't be afraid to make changes. Just like on the field, if the game plan isn't working, you can change it.

Part one

What are you going to do? [Hint: check out page 42 of EXPAND magazine or page 1 of the individual Careers & Education section]

If you could choose any job what would it be?

A) List four dream jobs you would enjoy doing. For this activity forget about how you would get the job, just focus on the jobs you would like. [If you can think of more than four, feel free to add them.]

1. _____
2. _____
3. _____
4. _____

B) Of the jobs you've listed above, which could you do now without any additional study or training? List them here.

1. _____
2. _____
3. _____
4. _____

C) Of the jobs you've listed above, which would require you to do more study or training? List them here.

1. _____
2. _____
3. _____
4. _____

Strategies to help you make up your mind

[Hint: check out page 43 of EXPAND magazine or page 2 of the individual Careers & Education section]

1) If you are unsure what you want to do in the future, there are five strategies you can use to help you make up your mind. List them below by filling in the blanks:

1. **P** _____ **D** _____
2. **C** _____ **C** _____ **S** _____
3. **V** _____
4. **N** _____
5. **D** _____ **C** _____



The next phase of your career

2) What is a dual career?

3) Can you think of someone in your team who is working on a dual career? What are they doing?

Networking

4) Try to name six people in your network who could be useful for you to talk to about work experience or getting a job.

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____



Learn to rule things out

Doing work experience can be valuable for helping you rule out what you don't want to do. For example, you don't want to spend four years studying law only to find out it isn't like it is on TV shows! Before you commit to studying, go to a law firm and do some work experience to find out what you are really getting yourself into.

1) What is work experience or reality testing? [Hint: check out page 45 of EXPAND magazine or page 4 of the individual Careers & Education section]

2) What are some things you would like to do work experience in while you are still playing rugby?

3) What are two good questions to ask when you do work experience?

1. _____
2. _____

Study

People choose to study for various reasons, and it is important you are clear why you are studying. Is it to gain employment? Is it for personal fulfilment? Are you studying something you are interested in and want to learn more about? It could be all three.

A) Do you want to study? [circle one] **Yes** **No**

B) If yes, why do you want to study?

C) If yes, what do you want to study?

The most important thing is that you take some action, expand yourself and learn new skills. While you're doing these things, you are likely to discover jobs you never knew existed. It's easier to steer a moving ship than one that's stopped.

What have you got to offer? LOADS!

Part two

Without even realising it, during your time in rugby you have picked up a wide variety of valuable skills that you can use in your next work environment. There are three types of skills: hard, soft and transferable.

[Hint: check out page 47 of EXPAND magazine or page 6 of the individual Careers & Education section]

A) What are hard skills?

B) List your hard skills:

C) What are soft skills?

D) List your soft skills:

E) What are transferable skills?

F) List your transferable skills:

Transferable skills for athletes and coaches

It is great to know your strengths and skills as these are useful to add to your CV and for interview preparation. Complete the transferable skills exercises on the following pages so you can add some of these to your CV.

1) Choose one of the strengths above and write an example of when you have shown this strength in a situation.

2) Choose one of the strengths above that you wish to develop further and consider how you might do this.



Transferable skills for athletes & coaches

Tick the boxes ☒ for the transferable skills you have.
You may want to add some of these to your CV.

Planning and organising		
Feel at ease working with uncertainty and ambiguity	<input type="checkbox"/>	Anticipate and adjust for problems and roadblocks
Confidently use technology	<input type="checkbox"/>	Flexibly change direction when plans do not work
Creative thinking - create original and innovative ideas and think outside the square to produce solutions to problems or situations	<input type="checkbox"/>	Critical thinking - identify, evaluate, diagnose and explore options to solve problems or situations
Delegate tasks and get work done through others	<input type="checkbox"/>	Analyse and interpret written information
Influence, promote and sell ideas and strategies	<input type="checkbox"/>	Keep your promises
Make complex and significant decisions	<input type="checkbox"/>	Manage job performance of individuals or teams
Manage timetables, schedules and deadlines	<input type="checkbox"/>	Plan and lead meetings
Plan and organise events, programmes or projects	<input type="checkbox"/>	Plan and prioritise your workload on a day-to-day basis
Set and attain goals	<input type="checkbox"/>	Simplify complexity
Use a realistic game-plan or framework to keep on track	<input type="checkbox"/>	Use and interpret statistical or numeric data
Be well organised	<input type="checkbox"/>	Work systematically and efficiently
Work with accuracy and attention to detail	<input type="checkbox"/>	

Self-management		
Accept responsibility for decisions, actions and mistakes	<input type="checkbox"/>	Ask for help when appropriate
Aspire to be the best you can be	<input type="checkbox"/>	Balance your work and personal life
Bounce back from stress and adversity	<input type="checkbox"/>	Complete what you start
Deliver on promises	<input type="checkbox"/>	Constantly monitor and improve your performance
Set realistic expectations about what is achievable	<input type="checkbox"/>	Lift your game under pressure
Maintain an open mindset	<input type="checkbox"/>	Make tough calls
Manage the demands and pressure of being in the public eye	<input type="checkbox"/>	Multi-task or juggle several tasks at once
Perform well under pressure and in difficult situations	<input type="checkbox"/>	Be self-motivated and self-managing
Self-reflect and evaluate your strengths and weaknesses	<input type="checkbox"/>	Set clear objectives and standards for your performance
Set limits and say 'no' when appropriate	<input type="checkbox"/>	Deliver consistent performance and results
Show initiative and put your hand up to help others	<input type="checkbox"/>	Stick to the task in hand
Not easily distracted	<input type="checkbox"/>	Use intuition and gut instinct
Willing to take on feedback to improve performance	<input type="checkbox"/>	Work independently and without close supervision

Transferable skills for athletes & coaches

Tick the boxes ☒ for the transferable skills you have.
You may want to add some of these to your CV.

Communication and interpersonal skills			
Accept diversity and difference of people		Acknowledge others and says thanks	
Address issues with those concerned		Build rapport and trust with others	
Coach, encourage and motivate others		Collaborate with others	
Confidently and fluently speak to groups and the media		Develop and maintain networks and contacts	
Encourage input and involvement, let people have a voice		Explain and give information or advice	
Front up and put issues on the table		Influence and persuade others with appropriate style and reasoning	
Instruct, teach and train others		Know how to put others at ease	
Listen and interpret instructions accurately		Manage sponsor relationships	
Participate openly in meetings and discussions		Be receptive, open and approachable to people	
Resolve differences without damaging relationships		Respond to people's feelings with sensitivity and empathy	
Speak and write clearly and concisely		Speak up when it counts	
Speak, listen and clarify feelings, opinions and issues with people		Tell great stories as a means of communication	
Use a win-win approach with people			

Leadership			
Ask hard questions		Build adaptable and agile people and teams	
Build collective strength in teams		Communicate a clear game-plan	
Consult and adopt a non-territorial and collegial approach		Create strategy to gain buy-in from individuals and teams to achieve goals	
Deliver tough messages in a compassionate way		Drive performance excellence	
Effectively navigate organisational or team politics		Enable teams to understand why and how they win	
Explain your thinking clearly and coherently to others		Have courageous conversations	
Influence, empower and mentor people		Inform, involve others and keep in touch	
Lift the elements of athlete performance: desire, hunger, work ethic and self-belief		Inspire others to exceed their usual level of performance	
Lead people by providing inspiration and vision		Inspire and build confidence in others	
Maintain a sense of perspective		Have a passion for excellence	
Manage conflict, nip issues in the bud and seek common ground		Make sound decisions by balancing analysis, judgement and intuition	
Stand alone at times		Separate issues from behaviour and personality	
Set high standards and clear expectations for individuals and teams		Provide challenging and stretching tasks and assignments	
Think strategically, see the big picture and connect the dots		Understand team and individual differences, strengths and weaknesses	
Use constructive and honest feedback to improve performance			

[list provided by careerdynamic.com]

Essential character strengths

Below are a set of seven flexible attributes, abilities, strengths and skills that make up who you are. Understanding your character strengths means you can utilise the ones you have and work on those that you need to develop.

Rate yourself in these strengths from 1 (low) to 5 (high)	
GRIT: perseverance, tenacity, stickability, hard work, finishing what you start.	Score ___/5
ZEST: energy, enthusiasm.	Score ___/5
SELF-CONTROL: willpower, discipline, ability to curb impulsive behaviour.	Score ___/5
SOCIAL INTELLIGENCE: ability to form and maintain relationships and pick up the subtle signals from people about underlying emotions – your intuitive skills.	Score ___/5
GRATITUDE: being grateful, being thankful for what you have.	Score ___/5
OPTIMISM: positive beliefs about the future and a belief that something is possible.	Score ___/5
CURIOSITY: an interest in the wider world around you.	Score ___/5

To explore this concept further: www.viacharacter.org/www/Character-Strengths-Survey Adapted from Christopher Peterson and Martin Seligman [2004] Character strengths and virtues. A handbook and classification. Oxford University Press. 0-19-516701-5

Three forms of career structure

What are the three forms of career structure? List them below by filling in the blanks:

[Hint: check out page 51 of EXPAND magazine or page 10 of the individual Careers & Education section]

O _____ careers
V _____/O _____ careers
E _____ careers



Adapted from R.M. Kanter [1989] Careers & the Wealth of Nations Handbook of Career Theory, Cambridge University Press.

Which type/s appeal to you the most? _____

Why does this type of career structure appeal to you the most? _____

What is a portfolio career? _____

Can you think of someone in your life who has a portfolio career? What different things do they do? _____

Does this type of a career appeal to you? If so why? _____

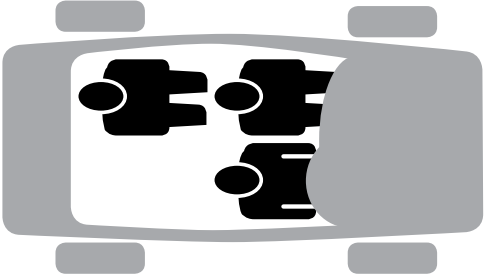
Finding your next career

Part three

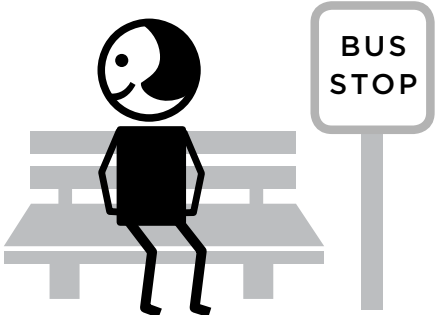
Finding your next career [Hint: check out page 52 of the EXPAND Magazine or page 11 of the individual Careers & Education section]

What are four things to consider when it comes to finding your next career?

get in the driver's seat of your life




bus stop method of career planning



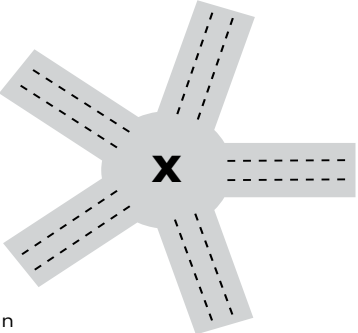
1. _____ 2. _____

job 'fit'



the notion of how you intuitively feel a job 'fits' with you

motorways and lanes



exploring options may mean finding the right motorway for you

3. _____ 4. _____

Circle how many more jobs you are able to apply for when you have a full or restricted drivers licence?

1 2 3 4 5 6 7



How to get a job

How to get a job [Hint: check out page 52 of EXPAND magazine or page 12 of the individual Careers & Education section]

What percentage of jobs are gained through networking, direct contact or internal appointments? ____ %

There are many ways to get a job. List four of them:

1. _____
2. _____
3. _____
4. _____

Which website is useful for getting background on jobs, study options linked to jobs, remuneration [salary] and job demand? [www](#) _____

Your CV [Curriculum Vitae]

What is the goal of a CV? _____

List the ten CV headings:

- | | |
|----------|-----------|
| 1. _____ | 2. _____ |
| 3. _____ | 4. _____ |
| 5. _____ | 6. _____ |
| 7. _____ | 8. _____ |
| 9. _____ | 10. _____ |



Where is a good place to find CV templates? [Hint: check out page 53 of EXPAND magazine or page 12 of the individual Careers & Education section]

Write down one or two of the CV writing tips you are going to use next time you put together your CV.

Covering letters [Hint: check out page 54 of EXPAND magazine or page 13 of the individual Careers & Education section]

What are three things you should consider when writing a covering letter?

1. _____
2. _____
3. _____

Research the company and the potential role
Before you go to an interview or apply for a job, make sure you research the company to see if it is the right fit for you. See [www.nzrpa/infocentre/careertools](#) for more tips.

How to get a job

Types of interviews

There are many different types of job interviews and you might be required to attend several of these during the recruitment process.

Name three different types of interviews:

1. _____
2. _____
3. _____



Tick ☒ which of these you currently do. Put an * next to those you are going to do in the future:

- ☐ Research the company before you go to the interview
- ☐ Check the company's website and social media platforms
- ☐ Google the company for any other important information
- ☐ Practise some responses to questions you think you might get asked
- ☐ Dress appropriately – clean, ironed clothes and suitable footwear
- ☐ If you plan to drive, ask about parking before the day of the interview
- ☐ Check the traffic on Google maps and arrive super early
- ☐ Be enthusiastic and confident in the interview
- ☐ After the interview, send an email or text saying thank you for your time

Write answers for these practice questions:

What are your strengths? *[Hint: look at your transferable skills and essential strengths lists]*

What are areas or skills you would like to develop more? _____

What does STAR technique stand for? Fill in the blanks below:

S: _____ T: _____ A: _____ R: _____

Tell me about a time when you succeeded against the odds? *[use the STAR technique]* _____

Feedback

If you are unsuccessful in getting the job, learn from the experience and ask for feedback. Don't be afraid of asking questions as you could learn something that will help you get the next job you apply for.

Write down two questions YOU could ask at the interview:

[Hint: theses could be related to the role and responsibilities or the company – do your research before the interview]

1. _____
2. _____

Exploring study options

Exploring study options *[Hint: check out page 55 of EXPAND magazine or page 14 of the individual Careers & Education section]*

A) What is a useful app for researching study and training? _____

B) Which website is useful to find out what scholarship and grants are available?

C) How many universities are there in New Zealand? _____

D) What is extramural study or distance learning? _____

E) If you don't want to get a degree, name two other qualifications universities offer:

1) _____

2) _____

Tertiary institutions *[Hint: check out page 56 of the EXPAND Magazine or page 15 of the individual Careers & Education section]*

How many different tertiary providers are there in New Zealand? _____

Where can you find a full list of tertiary providers in New Zealand? _____

Would you like to do online study? *[circle one]* Yes No

If yes, what would you like to study?

Google what you want to study then write down where you can do it and how long it would take:

When does the next course start? _____



The workplace

Are you a good employee?

To thrive in a workplace there are some things you need to consider:
[Hint: check out page 58 & 59 of EXPAND magazine or page 16 & 17 of the individual Careers & Education section]

The attributes to being a good employee are similar to those valued in your rugby environments.

Tick the boxes  for the transferable skills you have.
You may want to add some of these to your CV.

Ask yourself do you...?			
Turn up on time		Prepare well	
Put the team first		Communicate well	
Have a strong work ethic		Remain motivated no matter what's happening	
Do more than the minimum required		Come up with solutions and solve problems	
Have a growth mindset and a flexible approach		Remain open to a new game plan	
Have an eagerness to learn [being coachable]		Always act with honesty and integrity	
Do what you say you are going to do [being accountable and reliable]			

Which of the above are you going to work on to improve? _____



The workplace



Being an effective leader
There are many skills you have learned in rugby that will make you a **good leader** in the workforce. How many do you have?

Tick the boxes  for the transferable skills you have.
You may want to add some of these to your CV.

How many do you have?			
Excellent communication		Honesty and integrity	
A clear vision		Confidence	
The ability to be inspirational		The ability to be inspirational	
The ability to delegate and empower your staff		Commitment	
Passion		Creativity and innovation	
Empathy		Supportiveness	
Openness to feedback		Accessibility	
Transparency		A strong appreciation of diversity and thinking in others	
Trustworthiness		The ability to create a positive culture	
The ability to ensure staff feel safe and treated with respect and dignity			

Exploring your career options
[Hint: check out page 61 of EXPAND magazine or page 20 of the individual Careers & Education section]

What are two useful online tools you can use to help you understand more about your interests and skills, and suggest possible career options? Fill in the blanks:

C _ O _ C _ S M _ T _ H C _ R _ E _ Q _ E _ T

Which websites would you check out if you wanted more information on the “developing rugby coaches, players course” or getting involved in refereeing?

Be aware that you might have to make a few different steps to get to the job you really want. **EXPAND AND GROW YOURSELF!**

NZRPA BY THE PLAYERS FOR THE GAME.

NEW ZEALAND RUGBY PLAYERS ASSOCIATION

The NZRPA Rugby Club

Camaraderie – Networking – Support – Advice



The New Zealand Rugby Players' Association has established a network for retired New Zealand professional rugby players called the NZRPA Rugby Club. The club holds a number of events around the country as opportunities for former players to unite, spend time together and re-establish the camaraderie that our great game offers us. The NZRPA Rugby Club has also been created to provide support and advice for past players.

Designated NZRPA Rugby Club Relationship Managers, Mark Ranby, Malua Tipi and Fiona Brading, the NZRPA Overseas and Past Players Personal Development Manager are available to assist retired players with their ongoing personal and professional development, including career planning, education/study, finance and insurance, medical support, and mental health and wellbeing advice and services.

All retired professional players are encouraged to use the services of the NZRPA Rugby Club Relationship Managers and Personal Development Manager and attend any NZRPA Rugby Club events. To be added to the NZRPA Rugby Club database, receive information on events for past professional players or to get assistance please email contact@nzrpa.co.nz or phone 0800 PLAYER.

Most Super Rugby Clubs also now have an alumni (past player club). NZRPA can provide their details to you.

"The NZRPA Rugby Club event showed just how important it is to stay in touch with the peers you played with or against for many years. We all have our own story, but it's awesome to be able to share with the brothers who are able to connect with you as they understand."

Pita Alatini, Former All Black, Super Rugby and provincial union player

"The NZRPA Rugby Club is a great initiative. Rugby produces some great friendships and the NZRPA Rugby Club offers the environment to reconnect with people you have not seen in a while and to share stories of where people are at and the success and challenges we experience." **Richie McCaw, double Rugby World Cup winning All Black captain**

Introducing the NZRPA Rugby Club Team



Mark Ranby – NZRPA Rugby Club Manager

Mark Ranby is a former Waikato, Manawatu, Chiefs, Hurricanes and All Blacks player who completed an English degree at Massey University. He played in Japan prior to going to Cambridge University where he studied theology. Upon his return to New Zealand, he taught in high schools and has spent over a decade as a Personal Development Manager for Canterbury, the Crusaders and the Highlanders.



Fa'amalua (Malua) Tipi – NZRPA Relationship Manager

Fa'amalua (Malua) Tipi played for Manu Samoa and North Harbour and is now the Personal Development Manager for North Harbour. He is also a lecturer at the University of Auckland's Faculty of Education and is the board chairperson for The Fono. Malua is currently researching male Pasifika undergraduates in university studies for his PhD. He has also been involved in research projects regarding equality, equity and pathways for Pasifika sports athletes.



Fiona Brading – NZRPA Relationship Manager (Career Specialist)

Fiona Brading spent time working with youth and in the travel industry before studying sports science and psychology at the University of Auckland. After travelling and working in the recruitment industry in both the United Kingdom and New Zealand, she furthered her studies in career development at AUT before setting up her own career coaching practice. She is also a former North Harbour Personal Development Manager.

FINANCE & BUSINESS WORKBOOK



NZRPA BY THE PLAYERS FOR THE GAME.

NEW ZEALAND RUGBY PLAYERS ASSOCIATION



0800 PLAYER



www.nzrpa.co.nz



contact@nzrpa.co.nz

Finance & asset support network

Part one

Finance & asset support network

When it comes to your finances and business it is important to surround yourself with good people and, just like your rugby team, you need to be able to trust them and they need to be skilled in their position to help you perform to the best of your ability.



Recommended primary support network

Who are two people that should be in your primary support network in relation to finance and business?

- 1. _____
- 2. _____

What are three reasons you might need to use a lawyer?

- 1. _____
- 2. _____
- 3. _____

What are two different types of lawyer?

- 1. _____
- 2. _____

Which website can you go visit to find a lawyer if you haven't had one recommended to you?

What question should you ask a lawyer about their fees? *[Hint: check out page 66 of EXPAND magazine or page 1 of the individual Finance & Business section]*

Name three things accountants do:

- 1. _____
- 2. _____
- 3. _____



For your protection only using an accountant affiliated to which professional bodies is recommended?

- 1. _____
- 2. _____

Finance & asset support network

What two questions should you ask your accountant? *[Hint: check out page 87 of EXPAND magazine or page 2 of the individual Finance & Business section]*

- 1. _____
- 2. _____

Things to consider

What is a specialist accountant for? _____

How many months of living costs should you have saved for unexpected situations? _____

Secondary support network

Who could you have in your secondary support network?

M _____ B _____
F _____ A _____



What does a mortgage broker do? _____

What are two advantages of using a mortgage broker?

- 1. _____
- 2. _____

Complete the sentence:

All mortgage brokers are now required to be R _____ F _____ A _____

What are two disadvantages of using a mortgage broker?

- 1. _____
- 2. _____

What is one questions to ask your mortgage broker?

- 1. _____

Name one website you can go to for more information on getting a mortgage:



Financial advisers

Name four things financial advisers advise on?

- 1. _____
- 2. _____
- 3. _____
- 4. _____

Which register must all financial services providers in New Zealand be on [excluding those that have exemptions]?

Name two ways financial advisers charge fees:

- 1. _____
- 2. _____

What are two things you should find out before choosing a financial adviser?

- 1. _____
- 2. _____

What is a bank wealth manager?

Decision to use any services

The end decision to work with someone lies with you, do your homework and research but don't be afraid that if you use their services and you are not happy with them to change to someone else.

Part two

Investing

As players start making more money, they often start thinking about making investments. At this point, getting the right sort of advice is critical.

Make sure you get independent financial advice from a person authorised by law to give it.

Which website can you go to if you want to find a registered financial adviser? [Hint: check out page 70 of EXPAND magazine or page 5 of the individual Finance & Business section]

Name three different types of investment:

- 1. _____
- 2. _____
- 3. _____

List the types of investments that interest you:

Shares

On which website can you find out about share brokers and the New Zealand stock exchange?

What are two things you should take into account when you are setting goals and objectives for investing in shares?

- 1. _____
- 2. _____

Name three things you should you consider about the company you are thinking about investing in when you are making choices about shares:

- 1. _____
- 2. _____
- 3. _____



Guide to investing in property

Guide to investing in property

There is plenty of information available about buying properties and, if you have a specific place in mind, real-estate agents will be able to provide you with much of the relevant information. However, as with most things in life, it is a good idea to have independent experts to assess the risk for you. These experts should include your lawyer, accountant/investment adviser and any mentors who are able to advise you on the economic viability of the property.

Name two people you need on your team when purchasing a property: *[Hint: check out page 71 of EXPAND magazine or page 6 of the individual Finance & Business section]*

1. _____
2. _____

Name four reports you should get before purchasing a property:

1. _____
2. _____
3. _____
4. _____

What are four different ways to buy property?

1. _____
2. _____
3. _____
4. _____

List three basic things to consider when looking at residential property:

1. _____
2. _____
3. _____

List three basic things to consider when looking at commercial property:

1. _____
2. _____
3. _____

Name one place to find a buyer’s guide to buying a house:



Top 10 tips for starting your business

What are the top ten tips for starting your business? *[Hint: check out page 73 of EXPAND magazine or page 8 of the individual Finance & Business section]*

- 01 _____
- 02 _____
- 03 _____
- 04 _____
- 05 _____
- 06 _____
- 07 _____
- 08 _____
- 09 _____
- 10 _____

[By Deloitte]

Choose the top five tips that you think are the best from the player business tips: *[Hint: check out page 75 of EXPAND magazine or page 10 of the individual Finance & Business section]*

1. _____
2. _____
3. _____
4. _____
5. _____

Wills & power of attorney



Part Three

Wills

What is a will? [Hint: check out page 76 of EXPAND magazine or page 11 of the individual Finance & Business section] _____

Do you have a will? [circle one] **Yes** **No**

Complete these two sentences:

Having a will ensures that your _____ are heard.

Having a will also helps to _____ any chance of disputes over your estate once you have died.

How do you find out how much a will costs? _____

Name four times when it is a good idea to update your will:

1. _____ 2. _____

3. _____ 4. _____

How often should you review your will? _____

Name six things a will should contain:

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

Wills & power of attorney

Name two reasons a will can be invalid:

1. _____

2. _____

Name two reasons a will can be challenged:

1. _____

2. _____

Fill in the blanks:

A living will has to be made when you are of _____ mind and in _____ health.

What is gifting? _____

Who makes an application for probate to the high court? _____

After how many months should beneficiaries under a will expect to receive their first distribution from the estate? _____

Name two organisations/people who can help you do a will:

1. _____

2. _____

Power of attorney

Enduring power of attorney (EPA)

What is an enduring power of attorney? [Hint: check out page 78 of EXPAND magazine or page 13 of the individual Finance & Business section] _____

What are the two different types of enduring power of attorney?

1. _____

2. _____

What is one advantage to having an enduring power of attorney?

Who can help you establish an enduring power of attorney?

Name two useful websites where you can find more information on legal matters:

1. _____

2. _____

Relationships & money

Relationships and money

Money can be a contentious issue for many people. Whether you are single, in a relationship that is de facto, same-sex or heterosexual, you may want to protect your assets.

What are four things to discuss when you get independent financial advice to help future-proof your assets? *[Hint: check out page 79 of EXPAND magazine or page 14 of the individual Finance & Business section]*

- 1. _____
- 2. _____
- 3. _____
- 4. _____

Relationship Property Agreements

What is a Relationship Property Agreement? _____

For a Relationship Property Agreement to be binding both parties must seek (fill in the blanks):

I _____ L _____ A _____

When can a Relationship Property Agreement be made? _____

When is it most commonly made? _____

What is a Relationship Property Agreement commonly known as? _____

Trusts

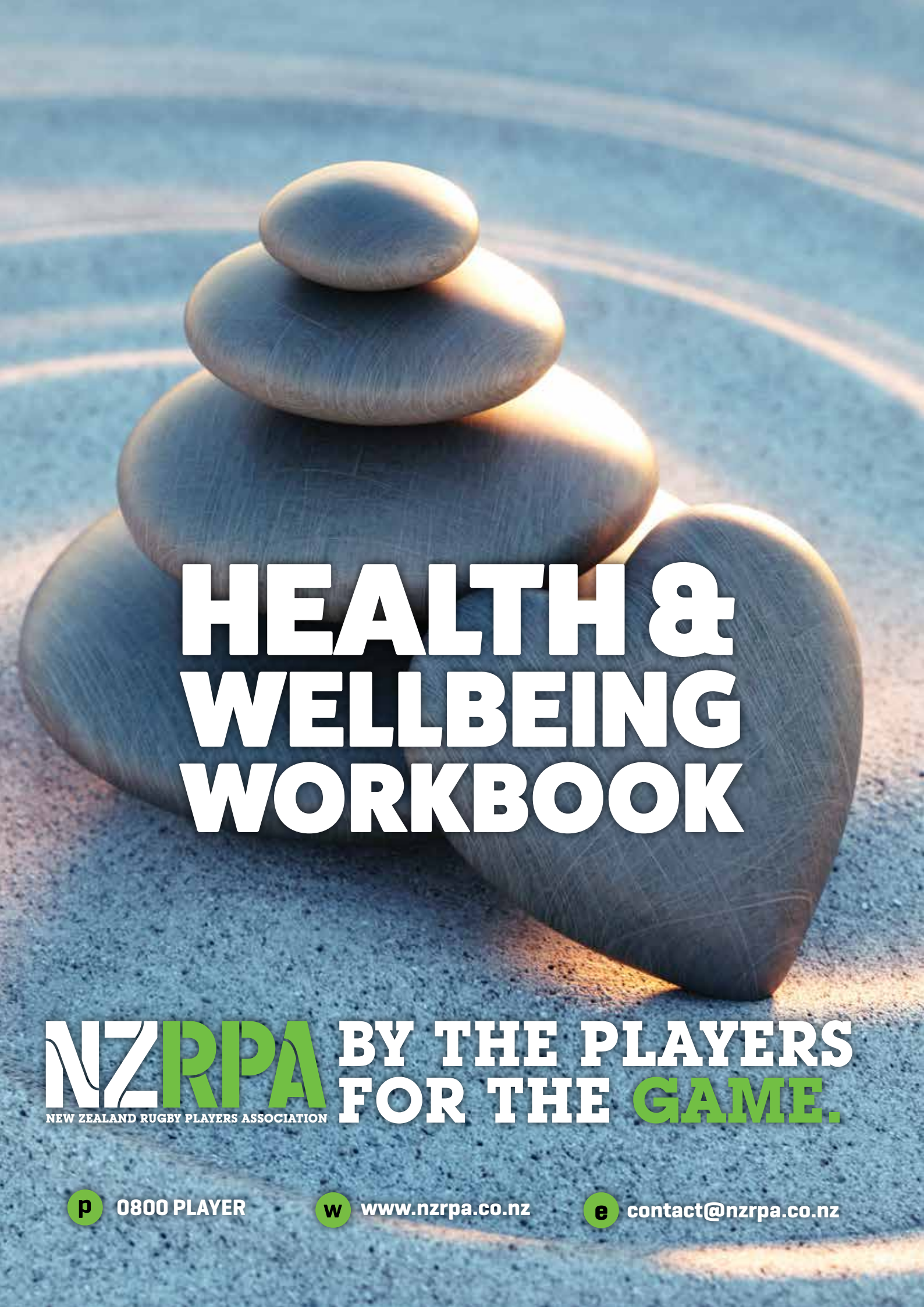
What is a trust? _____

Name the three parties in a trust:

- 1. _____
- 2. _____
- 3. _____

As there are legal obligations involved in running a trust and certain rules to adhere to, it is important to seek legal advice when setting one up.

Whose services do you need to engage to set up a trust for you?



NZRPA BY THE PLAYERS
NEW ZEALAND RUGBY PLAYERS ASSOCIATION FOR THE **GAME.**

p 0800 PLAYER

w www.nzrpa.co.nz

e contact@nzrpa.co.nz

Mental fitness

Part one

Mental fitness

As you transition from your rugby career into the next part of your life, it can be a very exciting time, however it can also be a time of mixed emotions. It is important to understand and appreciate that it is quite natural to have a variety of feelings and thoughts as you work your way into your next phase.

1. What things could you experience at the end of your rugby career? *[Hint: check out page 82 of EXPAND magazine or page 1 of the individual Health & Wellbeing section]*

Complete the sentence:

Just remember it is a sign of _____ to ask for help.

How do you talk to yourself?

Which stress hormone can negative words increase the release of? _____

The more you hear something, the more you believe it. If you keep repeating things in your head, it is the same as saying them out loud. Eventually, you will accept them as the truth.

By using more positive statements in our head it allows the brain to increase what potential?

The top two inches

What could you do to work on your mental wellness?

Happiness scale

Where do you sit on the scale? Mark where you sit on the happiness scale:



At times in life, we move up and down on the happiness scale. This can be due to external events or factors. Having good mental fitness means we are able to bounce back more quickly. This is also known as resilience.

After rugby

For your mental and physical health, it is important to have a post-rugby routine that includes exercise.

Top 10 tips for improving your mental fitness

What are the top 10 tips for improving your mental fitness?

- 01
- 02
- 03
- 04
- 05
- 06
- 07
- 08
- 09
- 10

Out of the top 10 tips, which ones would you like to use?

[from www.headfirst.co.nz]



Addiction

Addiction

Addiction is when a person feels the need to use a certain substance or carry out a specific behaviour with the aim of making themselves feel good or, in some cases, bad.

What are the different types of addiction? *[Hint: check out page 84 of EXPAND magazine or page 3 of the individual Health & Wellbeing section]*

1. _____
2. _____

What are some things that addictions can negatively impact?

Name four different types of addiction:

1. _____
2. _____
3. _____
4. _____

Name three common signs of addiction:

1. _____
2. _____
3. _____

Complete the sentence:

If you or someone you know is experiencing any of these signs it is time to seek _____.

What does help look like? _____

Who can provide help with addiction? _____

How to get help

Contact the NZRPA, your local doctor, your local mental health and addiction services or call one of the helplines listed on page 104 of EXPAND magazine or page 23 of the individual Health & Wellbeing section.



Social media holiday & digital decluttering

Social media holiday and digital decluttering

Just like it is great to take holidays, it is a good idea to give yourself a break from social media every now and then. A social media holiday helps you reprioritise what is important in your life [definitely not a device!]. It also allows you to refocus your attention where it should be and reconnect with the people around you.

Name three things you can do to declutter your digital life:

1. _____
2. _____
3. _____

[Hint: check out page 85 of EXPAND magazine or page 4 of the individual Health & Wellbeing section]

Reduce screen time

Do you think you spend too much time on your phone? (circle one) **Yes** **No**

Most people will freely admit they spend too much time on their phones.

How can you keep track of the time you spend on your phone? _____



Digital footprint

Digital footprint

Your digital footprint is your online identity and it tells people about you. It is the trail of data you create when you are online using Instagram, Snapchat, Facebook, Twitter, LinkedIn, dating sites, shopping or entering competitions.

Complete the sentence: Your digital footprint is _____

[Hint: check out page 86 of EXPAND magazine or page 5 of the individual Health & Wellbeing section]

Name two ways people can impact and contribute to your digital footprint:

1. _____
2. _____

Name five different people who might look at your digital footprint:

1. _____
2. _____
3. _____
4. _____
5. _____

Digital footprint

Google exercise

Google your name and see what comes up. Write down the top four things:

1. _____ 2. _____
3. _____ 4. _____

Clean-up exercise

Look at your social media accounts and remove anything you would not be okay with your grandmother seeing.

What percentage of recruiters google job candidates? _____ %

Red cards and being safe online

Fill in the blanks:

Don't be a _____ warrior. Don't get into online _____.

Don't _____ inappropriate material. Don't share intimate images/videos _____ consent.

Don't engage in _____ porn. _____ bully people online.

Tip: Never post things when you are angry, emotional or under the influence of alcohol or drugs. Your behaviour can still have consequences, so be careful what you post.

STOP

1. What is the situation?
2. What should I do and why?
3. Do I have to act right now?
4. Is my action legal?
5. Who can I talk to about the situation?

THINK

1. What was the result?
2. Should I have done anything differently?
3. What have I learned that could be helpful in other situations?

ACT

REFLECT

What does the STAR Model stand for?

S _____ **T** _____ **A** _____ **R** _____

Name three online safety strategies:

1. _____
2. _____
3. _____



Footprints in the sand wash away,
but your digital footprint never does.

Scams

Scams

How many millions of dollars were New Zealand people scammed out of in 2019? _____

A scam is a dishonest scheme. Name five scams to be wary of:

1. _____
2. _____
3. _____
4. _____
5. _____

Extra safety tips

Write down one extra safety tip: _____

Name the organisation where you can report scams or fraud online: _____



Stress

Stress

Stress is a common feeling we all experience at times. Knowing what stress looks like for us can make it easier to address before it gets too much.

Common signs of stress

List four signs of stress:

1. _____
2. _____
3. _____
4. _____

[Hint: check out page 88 of EXPAND magazine or page 7 of the individual Health & Wellbeing section]

List five tips that you personally would use to help improve your resilience and manage your stress:

1. _____
2. _____
3. _____
4. _____
5. _____

What are three things to AVOID when you are under stress?

1. _____
2. _____
3. _____

Fill in the blanks: **S** _____, **e** _____, **e** _____ and **c** _____

Who do you contact if you feel like your stress and symptoms are not resolving?



List the five ways to wellbeing as recommended by the Mental Health Foundation:

DO WHAT YOU CAN,
ENJOY WHAT YOU DO,
MOVE YOUR MOOD

TALK & LISTEN,
BE THERE, FEEL CONNECTED

YOUR TIME, YOUR WORDS, YOUR PRESENCE

REMEMBER THE SIMPLE THINGS
THAT GIVE YOU JOY

EMBRACE NEW EXPERIENCES,
SEE OPPORTUNITIES, SURPRISE YOURSELF

Headfirst

Fill in the blanks: [Hint: check out page 90 of EXPAND magazine or page 9 of the individual Health & Wellbeing section]

Our mental fitness and wellbeing – how we think and feel – are just as important as our _____.

In New Zealand, _____ in five of us will struggle with some aspect of our mental fitness or wellbeing during our lives, so it is totally _____ and okay to feel a bit off sometimes.

Rugby can be a great support for mental fitness and wellbeing but players can experience extra challenges in situations where they are _____, struggling to _____ or are _____ the game.

For these reasons, and many others, taking care of our _____ and _____ is a huge part of looking after ourselves and being successful as people and as athletes.

FEEL A BIT OFF?
WE'RE TALKING ABOUT IT



HEADFIRST
IT'S MORE COMMON THAN YOU THINK
1 in 5 Kiwis experience some form of stress, anxiety and depression. The rugby community is no different.

HEADFIRST CAN HELP
Headfirst is designed to help players, coaches, support staff & families in the rugby community to support their own wellbeing and that of others.

headfirst.co.nz



Headfirst is a _____ designed specifically to help rugby players, past and present, and the wider rugby community to support their own _____ and that of others.

The site contains _____ from past and present _____ sharing their own experiences with their mental fitness as well as the struggles and tough times they have faced during their careers.

There's also lots of useful information on different topics such as _____, depression, _____ and how to help a mate.

Write down the Headfirst web address: _____



Part two

Physical health

Why is it important to have your own GP in addition to your team doctor? [Hint: check out page 91 of EXPAND magazine or page 10 of the individual Health & Wellbeing section]

Which of the physical health tips do you currently do? _____

Which of them will you start doing? _____

Did you know?

What is the most common cancer in New Zealand? _____

What should you do to help you notice breast lumps or breast changes? _____

At what age is testicular cancer most common in men? _____

If you find anything unusual report it to your doctor.

Men's health checks

Make the time to visit your GP for an annual check-up even if you don't feel sick.

Name three things men in their 20s should get checked:

1. _____ 2. _____ 3. _____

Name three things men in their 30s should get checked:

1. _____ 2. _____ 3. _____

Name three things men in their 40s should get checked:

1. _____ 2. _____ 3. _____

Complete the sentence:

Now is the time to start getting tested for _____ cancer and _____ cancer.

Get those thumbs on your plums!

What is the most common cancer in young New Zealand men? _____

If diagnosed early, which cancer has the highest cure rate of all cancers? _____



Physical health

Women’s health checks Make the time to visit your GP for an annual check-up even if you don’t feel sick.

Breast checks

Which is the most common cancer that is affecting women in New Zealand? *[Hint: check out page 93 of EXPAND magazine or page 12 of the individual Health & Wellbeing section]* _____

Where do you find advice on how to do breast self-checks? _____

If you find anything that you believe is abnormal or are concerned about in your breast checks what should you do? _____

Cervical screening

What is a woman’s best protection against developing cervical cancer? _____

At what age do women in New Zealand take part in the National Cervical Screening Programme? _____

What are five other things you should get checked for the benefit of your health?

1. _____
2. _____
3. _____
4. _____
5. _____

Checked
your breasts
lately?

It's as easy as
T L C

Touch. Touch both breasts.
You're feeling for any lumps or thickening in the breast even up to the collarbone and into the armpits.

Look. Look in a mirror.
Raise your arms above your head. Does this change the appearance of your breasts or nipples?

Check. Check with your doctor.
Check any breast changes with your doctor, even if you've had a mammogram recently.

Go to www.anychanges.co.nz
and watch our step-by-step guide.

Be Breast
Aware

A new lump
or thickening in the
breast or armpit area

Nipple discharge
an unusual discharge
from the nipple

Nipple change
a newly inverted
(pulled in) or
retracted nipple

Shape change
a change in the breast
shape or size

Skin change
a change in the skin of the breast,
areola or nipple, e.g. colour,
dimpling, puckering or reddening

If you notice any new or unusual changes, show your doctor

For advice call our breast nurse, freephone **0800 BC NURSE** (0800 226 8773) or visit www.breastcancerfoundation.org.nz

Are you aged between 45 and 69? Enrol for free mammograms **0800 270 200** or register online at www.timetoscreen.nz

NZRPA EXPAND Workbook

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Health & Well Being

Physical health

Keep moving and keep an eye on what you eat

For the benefit of your health it is important to be conscious of the fuel [food and liquids] you put in your body and the exercise you plan to do.

What changes do you need to make to your food intake once you stop playing professional rugby? *[Hint: check out page 94 of EXPAND magazine or page 13 of the individual Health & Wellbeing section]*

When you are undertaking special events like ultra-marathons or adventure races, what do you need to do to your diet?

Your body shape will naturally change. This can be welcome for some players as they are no longer training for specific positions e.g props don’t need to be as strong as they are no longer scrummaging.

Name one thing past players find easier to do regarding their fitness:

What are some new sustainable and enjoyable exercises you might want to try, which you might not have been able to do while playing rugby?

For women over 30, what type of mass does your body lose each decade if you don’t keep working out?

Stop the spread!

What are four ways you can stop the spread of infections, viruses and boils? *[Hint: check out page 95 of EXPAND magazine or page 14 of the individual Health & Wellbeing section]*

1. _____

2. _____

3. _____

4. _____

What percentage of alcohol do you need to have in your hand sanitiser? _____ %.

Look after your family, friends and colleagues by preventing the spread.

Be aware

Keep an eye on your health and if you notice any changes do not ignore them. Go to your doctor. It is better to be reassured that nothing is wrong than miss the signs and symptoms of something more serious.

NZRPA EXPAND Workbook

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Health & Wellbeing

Family planning

Family planning

Family planning and pregnancy

Planning a family doesn't have to be reserved only for after you've finished playing rugby professionally. If or when a player decides they would like to have a family, open communication and planning will assist with this decision.

Where can you find the NZR Pregnancy Policy? _____

Professional rugby female maternity policy

Which female players are supported by a special maternity policy? *[Hint: check out page 96 of EXPAND magazine or page 15 of the individual Health & Wellbeing section]*

What does part of the policy contain?

Where can you find the Black Ferns and Black Fern Sevens Parental Inclusion Policy?

Planning a family while still playing

If you are planning a family while you are playing there are some things to consider, especially if you are overseas.

What are four things to consider if you are planning a family while you are still playing? *[Hint: check out page 96 of EXPAND magazine or page 16 of the individual Health & Wellbeing section]*

1. _____
2. _____
3. _____
4. _____

What are three practical things to think about when it comes to having a baby?

1. _____
2. _____
3. _____

Fertility

Boosting fertility

When trying to conceive, there are some important changes you can make to your lifestyle to increase your chances of having a healthy baby.

What are three things you can do to boost your fertility if you are a female? *[Hint: check out page 97 of EXPAND magazine or page 17 of the individual Health & Wellbeing section]*

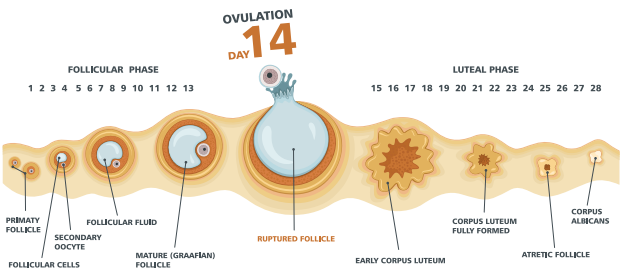
1. _____
2. _____
3. _____



Family planning

What are three things you can do to boost your fertility if you are a male?

1. _____
2. _____
3. _____



Infertility and miscarriages

What percentage of couples experience infertility when trying for a baby? _____ %

How many women are affected by miscarriage? _____

Complete the sentence: As you get _____ there is an increase in the chances of a miscarriage.

Menstrual cycle (periods)

Why is it important for women to keep their nutrition and training in balance? *[Hint: check out page 99 of EXPAND magazine or page 18 of the individual Health & Wellbeing section]*

Match the correct phrases by drawing a line to the correct statement:

- Women's hormones are stable day in and day out
- Men's hormones centre on the menstrual cycle

Menstrual cycle and performance

Understanding the menstrual cycle and its effects is essential for performance and wellbeing for female athletes.

What are two points for females to consider to help their sporting performance?

1. _____
2. _____

Menstrual dysfunction (irregular periods) is often the first sign of what? _____

What is one function that low energy suppresses? _____

Freezing eggs and sperm

For what reason would you freeze eggs or sperm? *[Hint: check out page 100 of EXPAND magazine or page 19 of the individual Health & Wellbeing section]*

Who should you speak to if you have concerns about your fertility or want to find out more about freezing eggs and sperm? _____

Menopause

What percentage of women experience menopause earlier than the average? _____

What is the average age for a woman to experience menopause? _____

What are two tips for menopause?

1. _____
2. _____

Giving back - volunteering

Part three

Giving back

Volunteering

Who was your first rugby coach and what do you remember most about them? _____

Who has been your favourite rugby coach and why? _____

Research widely proves that there are great benefits from giving back.

What is one of those benefits? _____

[Hint: check out page 99 of EXPAND magazine or page 18 of the individual Health & Wellbeing section]

In what ways do you give back to the community now? _____

What are new ways that you could give back to the community? _____

What are three helpful aspects of volunteering that will give you extra benefits?

1. _____ 2. _____

3. _____

Coaching and refereeing

If you want to be a referee who should you contact? _____

Volunteering ideas

Pick three volunteer ideas that appeal to you:

1. _____ 2. _____

3. _____

DON'T BE SHY – GET INVOLVED!!

A break from the game

Why do you think some players might need a break from the game when they retire? _____

Why do you think some players still like to be involved in the game once they retire? _____

How do you think you could use the skills and knowledge you've learned from rugby to help your community once you retire? _____

Helpful numbers & websites

What is the **NEED TO TALK** number? *[Hint: check out page 104 of EXPAND magazine or page 23 of the individual Health & Wellbeing section]* _____

What are two other helplines you think you or a family member might use? _____



RELATIONSHIPS WORKBOOK



NZRP **BY THE PLAYERS**
NEW ZEALAND RUGBY PLAYERS ASSOCIATION **FOR THE GAME.**

p 0800 PLAYER

w www.nzrpa.co.nz

e contact@nzrpa.co.nz

Important conversations

Important conversations

At certain times in your life, you are going to have to have some conversations that require you to be courageous.

Write down some of the times in your life when you have might have to have courageous conversations:
[Hint: check out page 106 of EXPAND or page 1 of the individual Relationships section]

Write down two tips you think could be helpful for future important conversations:

- 1. _____
- 2. _____

Do you think courageous conversations will get easier the more you practise them? [Circle one] **Yes** **No**

Achieving change in people

Achieving change in people

Life is constantly changing, and sometimes we have to help foster change in ourselves and those around us.

In order for change to happen where does the motivation needs to come from? _____

Complete these sentences:

- It is hard to get people to change if they are not _____ in it.
- In order to get people to change you need to _____ with them instead of _____ with them.

Approaching people to help orchestrate change can require courage and involve some difficult conversations.

How do we do it?

Fill in the missing words below:

- Interact in a respectful _____
- Try to understand _____

When you really try to understand people, they feel it and are more likely to engage and share information they otherwise might not.

What is one helpful reflection you could use?

Write down one thing to be aware of when you are you trying to understand and empathise with a person's needs: _____

Achieving change in people

To enhance the success of the outcome, you need to what? _____

It needs to be a partnership, so the person you are talking to contributes to the conversation and greatly influences the nature of the discussion.

How much talking should you aim to do? _____ %

How much talking should they be doing? _____ %

Ideally, after you have got them engaged in conversation, what is the outcome you want?

What do people have to realise themselves before you can expect them to change?

What is the cost v benefit technique?

What is a key strategy when discussing anything potentially uncomfortable?

Why do you need to ask the person's permission to talk about uncomfortable subjects?

What are the benefits from using this key strategy?

If they say no, what should you not do?

Once you get permission, what sort of question should you begin the conversation with?

What should you explore with them? _____

What are two good questions to ask them?

- 1. _____
- 2. _____



Achieving change in people

What are three useful techniques to use during your discussion?

1. **P** _____ 2. **D** _____ 3. **A** _____

How should you end the discussion?

Focus on achieving small things – You don't climb Mt Everest when you first learn to walk!

This is not an easy one and requires some patience.

Complete the sentence:

The _____ thing that gets done is better than the _____ thing that doesn't.

What is change talk?

What are the things in your life you would like to change?

Once you have built a good relationship and got the person talking about the changes that they would like to make, it is important you don't try to persuade them or fix anything yourself.

Instead of trying to solve things yourself, try asking these seven questions and listen carefully to what the person says next. Read these seven questions and write about the change you want to make in your own life:

1. Do you want to make this change? _____

2. What are three good reasons for making change? _____

3. On a scale of zero to 10, how important is it and why? _____

4. How might you be able to do it? _____

5. What have you already done? _____

6. What do you intend to do? _____

7. What are you ready or willing to do? _____



Achieving change in people



Once you've listened carefully and given back a summary of their motivations for change, what is the next question you should ask? _____

People will often suggest very big next steps, which could set them up for failure. In order to change, they need to start with consistent, realistic, achievable steps. Remember it is important not to push

Ultimately, what matters?

Instead of pushing, you could plant some seeds by using which techniques?

1. _____

2. _____

Complete these sentences:

When trying to help people make changes, it is crucial that we don't offer _____ advice.

Let them take the _____, let them do the work!

Remember that, ultimately, we want them _____ us what we want to tell them.

Create an environment where the _____, not you, becomes the primary problem-solver.

For whatever reason, they are stuck and are finding it _____ to move from a position of 'knowing' to 'doing'.

By building a strong _____, working in a non-judgemental atmosphere and using a handful of key techniques, we can help _____ to uncover solutions to their problems by helping them to make _____ of what they likely already know.

Not only does this _____ the person ('I can solve my own issues'), but it also takes the pressure off the helper as, essentially, they're playing the role of _____ by guiding the person towards their own answers.

Relationship dynamics

Relationship dynamics

Going overseas to play rugby or returning home to continue the next phase of your career outside of rugby can provide many changes in roles and circumstances, which can affect your relationships.

Returning from rugby trips away

When you return from an overseas rugby trip, do you do your fair share of chores? (Circle one) **Yes** **No**

What are three things other players have found helpful for transitioning home? (Hint: check out page 111 of EXPAND or page 6 of the individual Relationships section)

1. _____
2. _____
3. _____

Going overseas

Name three things you'll find different from playing in New Zealand when playing overseas:

1. _____
2. _____
3. _____

List four tips for playing overseas:

1. _____
2. _____
3. _____
4. _____



Making relationships work

Making relationships work

Post-rugby careers

What sort of feelings could you experience when your rugby career finishes and you decide to concentrate on another career? (Hint: check out page 112 of EXPAND or page 7 of the individual Relationships section)

If you are struggling with managing your emotions, where can you get help?

Making relationships work

What are two ways you can reduce the stress that can be caused by changing careers?

Who else do you need to consider, who also might want to engage in a new career?

There can be a period of uncertainty so what is it useful to do?

How long do some players say it takes to fully transition out of the game?

What are not good options to use as coping strategies to fill the space that rugby filled?

What is the NZRPA Rugby Club? _____

How do you get more information about the NZRPA Rugby Club? _____

The rollercoaster ride

Why can relationships be compared to a rollercoaster? (Hint: check out page 113 of EXPAND or page 8 of the individual Relationships section)

Making a long-term commitment

What is it important to remember when making a long-term commitment to someone?

Building good foundations

What is the honeymoon period in a relationship? _____

How long is the honeymoon timeframe in a relationship? _____ months

Should you ignore red flags early in a relationship? (Circle one) **Yes** **No**

Why do you think it is important to have a solid foundation in a relationship?



Types of relationships

A healthy relationship looks like: *[Hint: check out page 114 of EXPAND or page 9 of the individual Relationships section]*

List three important factors for a healthy relationship:

- 1. _____
- 2. _____
- 3. _____



An unhealthy relationship looks like:

List three factors that could appear in an unhealthy relationship:

- 1. _____
- 2. _____
- 3. _____

An abusive relationship looks like:

List three factors that could appear in an unhealthy relationship:

- 1. _____
- 2. _____
- 3. _____

What should you do if your relationship has red flags?

What factors can contribute to you falling out of love or like with a partner?

What does it take to get a relationship back on track? _____

What can couples' counselling do for couples? _____



15 keys to a successful relationship

15 keys to a successful relationship

Write down the 15 keys to a successful relationship: *[Hint: check out page 115 of EXPAND or page 10 of the individual Relationships section]*

- 1. _____
- 2. _____
- 3. _____
- 4. _____
- 5. _____
- 6. _____
- 7. _____
- 8. _____
- 9. _____
- 10. _____
- 11. _____
- 12. _____
- 13. _____
- 14. _____
- 15. _____



Parenting

Parenting

Having children will change the dynamics of a relationship as they come with a different set of rewards and stresses. Children can bring so much joy to a relationship, but they also provide different challenges at different ages.

New borns are dependent on you for what? *[Hint: check out page 116 of EXPAND or page 11 of the individual Relationships section]* _____

As children get older, they will test their parent's what? _____

As your children turn into teenagers their ability to challenge what grows? _____

On the parenting front, what sort of approach will help reduce conflict in your relationship? _____

What are the 10 tips for maintaining a strong relationship while parenting?

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____



Dealing with conflict



Dealing with conflict

Conflict is a part of being in a relationship. However, it is how you deal with it that can make a huge difference to the success of that relationship.

What were two things that Dr John Gottman encouraged couples to focus on? *[Hint: check out page 117 of EXPAND or page 12 of the individual Relationships section]*

1. _____
2. _____

Strategies for dealing with conflict

What are the four negative factors Dr John Gottman identified as being most destructive in a relationship? For each factor, write down a tip for helping work through it:

1. _____
Tip: _____
2. _____
Tip: _____
3. _____
Tip: _____
4. _____
Tip: _____

Conflict is part of life, and learning how to deal with it in an appropriate manner will enhance your relationship.

Breaking up

Breaking up

Despite our best intentions sometimes relationships break down.

Going through a relationship break-up can be what? *[Hint: check out page 118 of EXPAND or page 13 of the individual Relationships section]* _____

For some people a relationship break-up can be similar to what? _____

For others it can be a what? _____ **Or it can be a mixture of what?** _____

It is important to get a good what network during a break-up? _____

It is also important you seek what? _____

Who is able to advise you or your ex-partner on any financial subsidies you might receive as a solo parent once you separate? _____

When going through a break-up your body can respond physically and emotionally.

What physical and emotional responses is it common to experience when going through a break-up?

1. _____
2. _____
3. _____
4. _____
5. _____

It is important to look after yourself.

What are three strategies you can use to help look after yourself during this time?

1. _____
2. _____
3. _____

If you are struggling to function in day-to-day life, it is important you seek professional help.

According to Jennifer Maldonado, what are the seven emotional stages most people go through after a break-up?

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____

Where can you find a list of helpful numbers?



Parenting during break-ups & from far away

Parenting during break-ups & from far away

If there are children involved and no safety issues for any party, try to maintain a healthy relationship for their sake.

Complete the sentences: *[Hint: check out page 119 of EXPAND or page 14 of the individual Relationships section]*



Do not involve them in your _____.

Kids are not chess pawns and should be not used as _____ **of power.**

How you _____ **during the period of separation can leave life-long scars on kids.**

Issues that you need to work through like matrimonial _____ **and financial** _____ **are not children's concerns and should be kept private from them.**

Parenting _____ **can help alleviate tension to ensure all parties know the custody arrangements. These can be done through your** _____.

Focusing on your children's _____ **and** _____ **wellbeing should be your top priority.**

Parenting from far away

List the eight strategies that are helpful for parenting from far away *[this could be while you are overseas playing rugby]:*

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____



Parenting during break-ups & from far away

Co-parenting tips for separated parents

List the eight useful tips for co-parenting for separated parents:

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

7. _____

8. _____

When don't these tips apply?

Where can you get advice on co-parenting safely? _____

Where can you find a parenting through separation course? _____

New relationships

It is a good idea to give yourself some healing time before what? _____

Counselling is recommended to reduce what? _____

Subject to the individual, and how you are feeling, what is the recommended time frame you should take off dating after ending a long-term, serious relationship? _____



Online dating

Online dating

Do you use any online dating sites or apps? (Circle one) **Yes** **No**

List three things you should NOT put on your profile: (Hint: check out page 122 of EXPAND or page 17 of the individual Relationships section)

1. _____ 2. _____

3. _____

List six safety tips to use if you decide to meet up with someone you have met online:

1. _____ 2. _____

3. _____ 4. _____

5. _____ 6. _____

Tick the principles from The Harmful Digital Communications Act 2015 that you were not aware of:

- ☐ should not disclose sensitive personal facts about an individual
- ☐ should not be threatening, intimidating or menacing
- ☐ should not be grossly offensive to a reasonable person in the position of the affected individual
- ☐ should not be indecent or obscene
- ☐ should not be used to harass an individual
- ☐ should not make a false allegation
- ☐ should not contain a matter that is published in breach of confidence
- ☐ should not incite or encourage anyone to send a message to an individual for the purpose of causing harm to the individual
- ☐ should not incite or encourage an individual to commit suicide
- ☐ should not denigrate an individual by reason of his or her colour, race, ethnic or national origins, religion, gender, sexual orientation or disability

If you are being bullied or harassed online and would like to report it or need free advice, where can you go? _____

The Campsite Rule

What are the six tips for happy campers regarding safe and healthy sex? (Hint: check out page 123 of EXPAND or page 17 of the individual Relationships section)

1. _____ 2. _____

3. _____ 4. _____

5. _____ 6. _____



Consent, the law & safe sex

Consent, the law and safe sex

Whether you are hooking up with the love of your life or having a one-night stand, consent is key. Remember good consent is about good communication.

What is consent with regard to having sex? *[Hint: check out page 124 of EXPAND or page 18 of the individual Relationships section]* _____

Does consent happen the whole way through sex or just at the beginning?

What are some forms of body language/non-verbal communication that a partner might display in addition to a verbal ‘yes’ to let you know they are enjoying the intimacy and are into it?

The law and sexual violence

Any unwanted or forced sexual act has a huge impact on the victim. When people have been harmed sexually it can affect their lives for years afterwards, so make sure you are treating all your partners with care and respect.

Forced sexual acts are classed as what under the law? _____

If you are charged and found guilty, how many years can you go to prison for? _____

Even if you know the person or are in a relationship with them, active consent still has to be what?

List the six reasons a person is unable to legally consent according to New Zealand law:

- 1. _____
- 2. _____
- 3. _____
- 4. _____
- 5. _____
- 6. _____

If you have been hurt

If you have been sexually violated – or suspect that someone you know has been - what should you do?

Consent, the law & safe sex

List two sites you can go to for more support:

- 1. _____
- 2. _____

Safe sex

Having sex is one of the most intimate things humans can do, yet we can become shy about asking our partner to practise safe sex.

Why is practising safe sex is important?

How can you get a sexually transmitted infection (STI)?

What is the best way to protect yourself and your partner from an STI? _____

Do all STI’s have symptoms? *[Circle one]* **Yes No**

Who do you go and see to be tested and treated for an STI if necessary? _____

What does Family Planning offer? _____

Don’t be shy – look after your health!



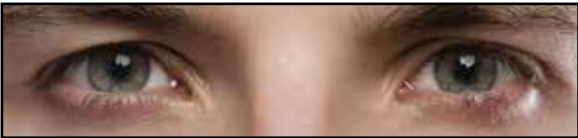
Porn & sex on the internet

Porn and sex on the internet

How much of all internet traffic is porn? [Hint: check out page 125 of EXPAND or page 20 of the individual Relationships section] _____ %

Sometimes porn has been a key way people have learnt about sex. There are many difference between porn and healthy sex in real life.

Fill in the gaps on the table:



Great sex in real life is...	Sex in porn is...
Done _____ the other person.	Done _____ the other person.
About equality, _____ and people having fun together.	A performance, with crazy positions, situations and usually plays on _____ imbalances.
Safe and _____.	Not about talking about what sort of sex the people want or having _____ sex.
At appropriate times when _____ is into it.	Anywhere and everywhere often in _____ situations.
About having a _____ of connection and intimacy – even one-night stands.	Often reduced to being about the _____ pleasure and often the connection between the people having sex is missing.
For people with real _____, hair and all!	Full of giant breasts and penises, _____ hairless bodies and never-ending erections. Porn _____ show what our bodies are like in real life and can create unrealistic expectations.
Always better when there's _____ and communication.	Unrealistic. In porn, _____ particularly for women, are shown as instant, multiple and happening through penetration only. In real life, fewer than _____ % of women will orgasm this way and you need to be able to talk to your partner to learn about their body.
Very varied. In real life, we have to find people who are _____ with us sexually.	Overestimating what 'normal sex' is. Things like threesomes, anal sex and _____ are common in porn, but these are not things most people have tried. Don't assume these are on the menu _____ talking to your partner.

Don't feel bad about watching porn but it can be addictive and have disturbing content, so you need to think about how much you are watching and what you are viewing.

Ask yourself the following questions:

- Are the women and men all having fun?
- Does it show meaningful consent?
- Is the content legal? [eg between consenting adults].
- Healthy sex can still involve role playing, but this is different to acts of violence that are not negotiated, safe or consented to. Are you able to tell the difference?
- When you have sex in real life, are you clear that it is not going to be a performance like porn?



If you feel worried about your own porn use, it is ok to ask for help.

PLAYING OVERSEAS WORKBOOK



NZRPABY THE PLAYERSFOR THE GAME.
NEW ZEALAND RUGBY PLAYERS ASSOCIATION

p 0800 PLAYERw www.nzrpa.co.nze contact@nzrpa.co.nz

Making the decision to play overseas

CONTRACT

This Contract is entered into by and between
The term of this Agreement shall begin on
termination date of
This Contract may not be modified in any
Parties. This document and any attachments
the Parties. This Contract shall be enforceable
assigns and shall be enforceable
In consideration of the sum of
agrees that it

Making the decision to play overseas

If are considering playing offshore, here are some things you should think about before making your decision.

Ask yourself these questions:

Are you satisfied with what you have achieved in your rugby and life off the field at this point, so you are now happy to move into another phase of your life overseas? [Circle one] **Yes No**

Is the club a stable environment for you/and your partner? [Circle one] **Yes No**

Read the questions below then, next to the ones you know the answers to, put a tick. Next to the questions you want to ask a potential club in the future, put a cross:

- ☐ Does the club compete at a level that you are happy with?
- ☐ Does the club have competent coaching [level of expertise, language spoken, culture]?
- ☐ Who are the marquee players at the club?
- ☐ Who are the players in your position that you will compete with for a playing spot?
- ☐ Are there other foreign players, partners and families at the club?
- ☐ Does the club have a reputation for looking after foreign players and their partners well?
- ☐ Does the club pay salaries on time?
- ☐ Do you know the accommodation arrangements for you and those who will go with you?
- ☐ Does the club have a staff member appointed to look after their foreign players?

Do you understand your contract and what you have been asked to sign?

How long is the contract for?

- ☐ Do you understand the termination clauses?
- ☐ What insurance is provided by the club whilst playing [for you and your partner, and for your belongings at your accommodation]?
- ☐ Who will take care of the visa/residency process for you and your partner?
- ☐ Who is looking after the playing registration process in the new country and what is the timeframe for this?
- ☐ Do you know the net worth [figure after tax] of your contract?
- ☐ Do you understand the financial implications regarding tax requirements of playing and earning offshore?
- ☐ Is there an image rights component to the contract? Do you understand what that is and what requirements go with it?

Making the decision to play overseas

Are you using a competent agent/management company?

- ☐ Do you know and trust the agent or company you are using to facilitate your offshore deal?
- ☐ What kind of reputation does the management company you are using have with foreign clubs?
- ☐ Does the agent/company have a reputation for providing ongoing service post-contract negotiation?
- ☐ Does the management company have people on the ground in the new country to assist you and your family with any day-to-day issues that may arise?

Beware of agents not known to you who ask you to sign something with their company before they will tell you the name of a club that is supposedly expressing interest in your services.

If you have any questions call **0800 PLAYER** or visit **www.nzrpa.co.nz** to view information on Accredited Agents.

[Information supplied by Craig Innes, former player and NZRPA Accredited Agent]



Heading overseas?

Heading overseas?

With regard to contracts, agents and visas, there are many important things that you need to consider before leaving.

Read the list below and tick the statements you need to learn more about and the questions you need to ask: *[Hint: check out page 130 of EXPAND or page 3 of the individual Playing Overseas section]*

- ☐ Does your New Zealand agent have an office near your new club, or someone 'on the ground' over there? Do they have a relocation adviser?
- ☐ Have you done everything required to ensure you can register to play overseas? (This is known as player clearance.) Will this all be done in time for the competition you are going to be part of?
- ☐ Do you understand how your image rights payments will be paid and managed? Set this up to be viewed online. Your Accredited Agent or club should be able to help you with this.
- ☐ Do you know what percentage of your contract your agent will charge you? Before agreeing to this, check with the NZRPA to make sure it is a competitive rate.
- ☐ Does your contract cover the cost of your housing, utility bills, medical insurance, a car and insurance for it, or school fees for your children (if any)?
- ☐ If your contract says transport or housing are provided, make sure you're clear on what this means. Is your provided transport a car or a bike? If a house is provided, is it furnished?
- ☐ Have you and your agent agreed on what services they will provide once you have moved? Ask your agent what support – if any – they can provide you in your new location.
- ☐ Are you aware of the World Rugby eligibility regulations? Depending on your nationality and playing history, you may or may not be eligible to play in certain countries. It is important you understand the implications this can have on your long-term rugby goals (e.g whether you can represent your new country at the Rugby World Cup).
- ☐ Research the visa or residency rules/requirements the country you're hoping to move to has for you, your partner and/or family.

If you are not already represented by an agent or want to investigate alternative options, talk to the New Zealand Rugby Players' Association [NZRPA] before entering into any agreement for an overseas contract. The NZRPA recommend you use an Accredited Agent – see www.nzrpa/our-people then scroll down to Agents for a list of Accredited Agents.

Who should you contact if you require any assistance throughout the contract negotiation process?

Medical and insurance

Who should you contact to guide you through your insurance options? *[Hint: check out page 131 of EXPAND or page 4 of the individual Playing Overseas section]*

What do you need to be aware of if you wish to exit the insurance policy that you receive as part of being a professional rugby player in New Zealand?

Are your partner and children covered under the same medical insurance policy you receive?

Heading overseas?

If not, what options are available for them?

Where can they access medication and emergency services if needed?

Make sure you meet all medical sign-off requirements with NZ Rugby or the requirements of your overseas contract. For further insurance information see page 7 of this workbook.

Financial matters

What should you have access to by taking it with you? *[Hint: check out page 131 of EXPAND or page 4 of the individual Playing Overseas section]*

How long do some clubs take to pay players?

What do you need to do to cover this gap in being paid?

What five financial matters should you seek advice on?

1.

2.

3.

4.

5.

What is it important to understand about sending money home?

Who can you contact to help you seek out a financial specialist?

Are you in the New Zealand Rugby Savings Scheme? [Circle one] **Yes No**

If yes, are you planning on sending contributions home? [Circle one] **Yes No**

If yes, have you spoken to the provider about how to do this? [Circle one] **Yes No**

Heading overseas?

Family and settling-in

What are some good tips to help you and your family settle in when you arrive at your new destination?
[Hint: check out page 132 of EXPAND or page 5 of the individual Playing Overseas section]

Career, education and personal development

What can you do to work on your personal development while you are away?

Who is your point of contact at the NZRPA to help, support and assist you with your personal development while you are overseas? _____

What do you think you can do while you are playing overseas to prepare for life after rugby and your transition to your next career?

Things you can research/prepare for before your departure

What are two things you can research or prepare for before you depart? *[Hint: check out page 132 of EXPAND or page 5 of the individual Playing Overseas section]*

1. _____

2. _____

Some additional points

What are some other things you need to be aware of or do?

1. _____

2. _____

3. _____

4. _____



Heading overseas?

What are some important documents you should take overseas with you?

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

7. _____

Deloitte tax tips – playing rugby overseas

Why do you think it is strongly recommended you get your financial situation professionally assessed prior to playing overseas? *[Hint: check out page 135 of EXPAND or page 7 of the individual Playing Overseas section]* _____

What are five topics that you need to think about and who should be your contact point for them:

Topic	Contact point
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____



Heading overseas?

Going overseas – general insurance checklist

What are the four types of general insurance you should sort out prior to going overseas: [Hint: check out page 135 of EXPAND or page 8 of the individual Playing Overseas section]

- 1. _____
- 2. _____
- 3. _____
- 4. _____

As a professional fully contracted rugby player in New Zealand, you automatically receive life [\$500,000], trauma [\$200,000] and health insurance that covers any pre-existing conditions [correct at time of print]. When you go overseas you have three options with this insurance:

- 1. Put your policy on hold [for up to 36 months within any 10-year period]. You can do this by emailing fiona.brading@nzrpa.co.nz, or you will receive an automated email at the end of your contract [if you have supplied the correct email address].
- 2. Keep your policy going and pay for it yourself.
- 3. Downgrade your policy cover and pay for it yourself [to suit your financial situation].



The NZRPA Rugby Club

What is the NZRPA Rugby Club? [Hint: check out page 140 of EXPAND or page 9 of the individual Playing Overseas section]

How do you get hold of the NZRPA Rugby Club team? _____

Players talking about playing overseas

Players talking about playing overseas

What are two exciting aspects of continuing your rugby career overseas? [Hint: check out page 137 of EXPAND or page 10 of the individual Playing Overseas section]

- 1. _____
- 2. _____

What sort of mindframe is it important to go overseas with? _____

What does NZRPA members’ feedback recommend you do? _____

Who should you contact to get information about playing overseas and be introduced to other New Zealanders in the region you are going to? _____



Tips for playing overseas

Tips for playing overseas

Tick the 10 tips from players that are most important to you:

- ☐ Learn the language before you go – it really does help!
- ☐ Understand the culture you are walking into and how things are done (talking to other players is really useful for this).
- ☐ If you can, set up a bank account through a sister bank before you go – you can't get paid until you have a bank account, national insurance/tax number and sometimes a permanent address.
- ☐ Understand how the competition you are going to play in works.
- ☐ Take a current driver's licence with you.
- ☐ Be realistic. The rugby level, environment and structure will be different, so you just have to go with the flow.
- ☐ Understand the tax system and how much you will actually get in the hand when you get paid.
- ☐ Talk to other players where you are going so you get some idea of life from a player's perspective (NZRPA can connect you to them).
- ☐ The support staff like trainers and physios are not always of the same New Zealand standard.
- ☐ Make the most of being overseas, submerge yourself in the culture and experiences, make a real effort to mix with the locals; for example, have coffee or lunch with them and get to know them.
- ☐ Being able to travel to so many other places that are so close is brilliant.
- ☐ You get to see Kiwis most weekends by playing against them, which is great.
- ☐ Get your family to come and visit you so you can share some tourist experiences together.
- ☐ Try to get an understanding of living costs before you get there.
- ☐ Are your payments in advance or arrears?
- ☐ If you can, live with someone when you first get there so they can show you the ropes. That helps.
- ☐ Basic tasks like setting up bank accounts, power, the internet, getting a phone and getting a national insurance number are very challenging and slow!
- ☐ Get second opinions on medical issues from people you trust in New Zealand.
- ☐ Be disciplined and save money while you are earning good coin overseas so you can set yourself up when you get home. It is always good to have a financial goal before you head overseas so you can budget and save accordingly as well as having money to enjoy the excitement of the new adventure.
- ☐ When you get your contract don't get complacent, every new contract is a bonus and an opportunity to refocus and set new goals.
- ☐ If you use a good agent, their company can help you quite a bit and can have better networks.
- ☐ Be realistic. There will be ups and downs, so expect the unexpected. The quicker you can accept this, the quicker you will realise that things are done differently overseas.
- ☐ You need to buy into the culture to make the most of the experience.
- ☐ Let your actions speak louder than words on the field.
- ☐ Some rugby environments can be very old school – you just have to accept this.
- ☐ Make sure your New Zealand driver's licence is up to date as it is easier to exchange licences if it is.
- ☐ Put your partner in touch with a recruitment agency in advance before you arrive, so they can get work quicker. Of course, this depends on visa rules. It is best to try to organise visas in New Zealand before you go, especially if you are moving to France as it can be quite complex.
- ☐ Have some money saved to use until you get your first pay.
- ☐ Talk to your accountant whether you remain a New Zealand tax resident or become an overseas tax resident.
- ☐ Be aware of what your tax costs are so you have the money to pay them – especially when you go home.

Tips for relocating families overseas

Tips for relocating families overseas

If you decide to take your family overseas with you, it can be a very exciting time with new opportunities.

Why is it important to get your family well set up? *(Hint: check out page 141 of EXPAND or page 13 of the individual Playing Overseas section)*

What are four tips that would be important for your family if you took them overseas with you?

1. _____
2. _____
3. _____
4. _____



Tips for playing in different countries

Tips for playing in different countries



Ireland

What are the top five tips you think are the most important for players to know when they go to Ireland to play? [Hint: check out page 149 of EXPAND or page 14 of the individual Playing Overseas section]



- 1. _____
- 2. _____
- 3. _____
- 4. _____
- 5. _____



France

What are the top five tips you think are the most important for players to know when they go to France to play? [Hint: check out page 142 of EXPAND or page 15 of the individual Playing Overseas section]



- 1. _____
- 2. _____
- 3. _____
- 4. _____
- 5. _____

Who are you able to get an information pack about playing in France from?

Tips for playing in different countries



Japan

What are the top five tips you think are the most important for players to know when they go to Japan to play? [Hint: check out page 144 of EXPAND or page 17 of the individual Playing Overseas section]



- 1. _____
- 2. _____
- 3. _____
- 4. _____
- 5. _____



United States of America

What are the top five tips you think are the most important for players to know when they go to USA to play? [Hint: check out page 146 of EXPAND or page 19 of the individual Playing Overseas section]



- 1. _____
- 2. _____
- 3. _____
- 4. _____
- 5. _____



The United Kingdom

What are the top five tips you think are the most important for players to know when they go to United Kingdom to play? [Hint: check out page 148 of EXPAND or page 21 of the individual Playing Overseas section]



- 1. _____
- 2. _____
- 3. _____
- 4. _____
- 5. _____

The cost of coming home

The cost of coming home

Whether it's by choice or circumstances, it's time to come home. Here are a few basic things to consider to help you make the move back home less stressful.

What are seven things you need to take care of before you come home?

- 1. _____
- 2. _____
- 3. _____
- 4. _____
- 5. _____
- 6. _____
- 7. _____

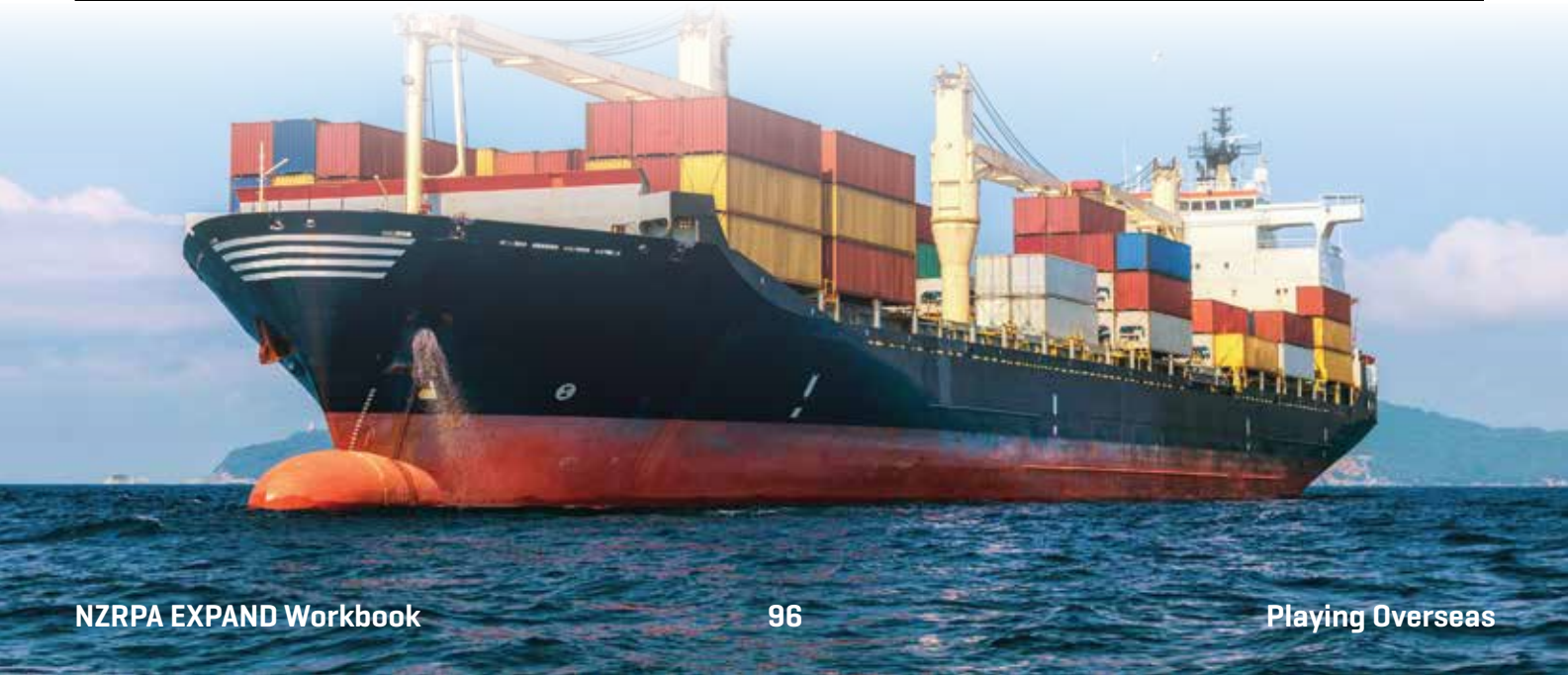
If you have a family, it is a good idea to have some money put aside to cover the costs of moving back home. How much do you think you would need? _____

Set up costs at home

Once you're back in New Zealand, what are six things you will need to think about paying:

- | | |
|----------|----------|
| 1. _____ | 2. _____ |
| 3. _____ | 4. _____ |
| 5. _____ | 6. _____ |

How much do you think you will need to cover basic living costs for your first year back? _____



Have a one-year plan



Have a one-year plan

Why is it a good idea to have a one-year plan for your first year at home?

What points do you think would be important to have in your loose plan on your return home?

Use this space to write down any plans and ideas:

Notes

[illegible]

Notes

[illegible]

Notes

NZRPA BY THE PLAYERS FOR THE GAME.

NEW ZEALAND RUGBY PLAYERS ASSOCIATION

❖ Player Representation ❖ Personal Development

📖 Player Engagement



Call us for any advice, support or assistance.

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