

JOB DESCRIPTION

Job title: Head of Sport and Pathways

Reporting to: Chief Executive Officer

Direct reports: Competitions Manager, People Development Manager, England Talent Pathway and Classification

Purpose of the Job:

The purpose of this role is to ensure that there is a greater breath of competition events and playing opportunities at all levels including the talent pathway supported by an effective external workforce.

Hours worked: Part-time minimum 21 hours per week. Full-time may be considered. This role will include regular travel, some unsocial hours and supporting weekend events including overnight stays.

Salary: Band 2

Based at: Hybrid (Home Based/ Boccia England National Headquarters in Nottingham) with a requirement for regular travel throughout England.

Key Accountabilities and objectives
<ul style="list-style-type: none"> • Build a successful sporting pathway for boccia through both competitions and talent development. • Increase the number of, and quality of, coaches involved in the talent development programme in England. • Create an environment where athlete and volunteers prosper, thrive, and acquire the required skills and experiences to deliver their potential. • Oversee the co-ordination of the rules and regulations of boccia in England in liaison with the Sports Committee
<p>Programme Management - Build and Develop a sport pathway.</p> <ul style="list-style-type: none"> • Work closely with the Competition Manager in leading the effective development and delivery of the Boccia England competition programme. • Work with the coaching workforce to ensure effective delivery of the Pathway programme.

- Oversee the recruitment of the coaching and support team to support the delivery of the Talent Plan
- Support international competition participation in conjunction with home nations and Boccia UK
- Support the governance and management of the sport including rules and regulations, codes, and classification.

Athlete support - Provide opportunities and an environment which fosters a positive culture for athletes to develop.

- Provide an effective pathway curriculum and coaching support framework for pathway athletes.
- Ensure the external workforce is fit for purpose in line with strategic objectives.
- athletes' voices are heard through representation.
- Ensure athlete progression throughout the England Pathway is effectively supported.
- Develop effective and appropriate welfare systems to support talented athletes in collaboration with partners.
- Ensure talent teamwork towards providing constructive feedback to athletes in their development.

People – Work in conjunction with the People Development Manager to: Implement and monitor the Boccia England people plan.

- Ensure that there are sufficient skilled volunteers and self-employed workforce such as tutors, to support the needs of the sport.
- Ensure Boccia England provides quality training to the people delivering boccia, so they are appropriately skilled/qualified.

Talent ID and Recruitment - Develop a simple, common talent ID framework (including a nationwide talent spotter recruitment programme and development of talent spotter profiling toolkit)

- Ensure that there is an improved understanding of boccia classifications within the relevant networks.
- Support the coaching workforce to improve their understanding of identifying and supporting potential talent.
- Ensure the successful delivery of the England Talent Pathway within boccia.
- Use technology and standardised templates to manage talent assessment reporting.
- Support the implementation of the talent scouting development programme.
- Develop understanding and knowledge of Boccia Talent recruitment within the Talent environment.



Partnerships - Effective collaboration with home nations and Boccia UK and other partners to support the development of effective sports delivery.

- Regular review of work programme and its alignment with Boccia UK World Class Plan
- Support Co-ordinated open programme of athlete transition from England to GB managed jointly by Boccia UK and Boccia England
- To develop relationships with potential partners to facilitate new opportunities to further improve the sport of boccia in England.

People Management – Lead and manage the Competition Manager, People Development Manager and other designated staff and coaches that supports the Boccia England Pathway

- Contribute, as part of Boccia England’s senior management team, to the overall leadership and performance of the organisation.
- Ensure that the Competition Manager develops, promotes, and delivers the Boccia England competition programme ensuring high quality events which promote participation and where appropriate enable pathway talent identification.
- Effective management of the Competition Manager, People Development Manager and paid and voluntary coaching team including defining clear roles and responsibilities, clear communication; setting appropriate objectives; monitoring and reviewing performance; providing support and guidance and personal/professional development.
- Lead the classification team in Boccia England to ensure the athlete journey reflects potential international selection.

Finance and Budget Management - Ensure effective processes are in place to manage and report on budgets.

- Coordination of annual budget planning and monitoring of performance against budgets.
- Effective management and monitoring of the specific budgets for participation and development programmes, with clear means of measuring progress.

General Requirements

- Manage own workload effectively.
- Be committed to continuous improvement.
- Provide excellent and timely customer service with both internal and external communications.
- Use and share knowledge and expertise to promote boccia and develop Boccia England.
- Be an advocate for Boccia England and the sport of boccia.



- Any other tasks or responsibilities as deemed appropriate by the Chief Executive and commensurate with the responsibilities of the post.

PERSON SPECIFICATION

	Essential	Desirable
Qualification & Training	Degree or equivalent qualification or experience within sport and /or business management	Equivalent professional experience in disability sport
Knowledge	<p>Knowledge of the national sport landscape and key stakeholders in relation to delivery of sport</p> <p>Knowledge of competition/event delivery and effective pathways within sport</p> <p>A strong understanding of boccia and/or disability sport and the implications for disabled people participating and performing in sport.</p>	<p>Understanding of BISFed classification rules</p> <p>Knowledge of classification in disability sport</p>
Experience	Proven experience of creating a successful culture within a team.	<p>Experience of working in disability sport</p> <p>Experience of working with coaches, disabled athletes, and their families/support networks</p> <p>An understanding of sports psychology</p>
Skills & Abilities	<p>Ability to provide strategic direction and support the development of talent.</p> <p>Ability to spot and exploit investment/funding opportunities to support programmes.</p> <p>Effective use of MS Office programmes and other relevant technology</p>	<p>Networking skills across a range of sectors</p> <p>Ability to present to large groups.</p>



	<p>Excellent communication skills, both oral and written</p> <p>Good organisational and time management skills</p> <p>Ability to be proactive and to work on your own initiative, meeting deadlines and working under pressure.</p> <p>Ability to self-assess and be open to feedback.</p>	
General Attributes	<p>Teamwork Build effective relationships at all levels to influence and support others.</p> <p>Work effectively, inspiring and motivating a team.</p>	
Personal Attributes:	<p>Integrity Excellent problem solving and decision-making skills.</p> <p>Accuracy and attention to detail</p> <p>Ability to work independently to meet challenging deadlines.</p> <p>Passion Think creatively and with confidence.</p> <p>Maintain a positive mind set in the face of difficult or pressured situations.</p> <p>The ability to empathise and put themselves in the shoes of others.</p> <p>Excellence Help others in the team grow, learn/develop.</p> <p>Adaptable and highly organised, with the ability to multi-task priorities, and delegate.</p>	

