



## **ROLE DESCRIPTION – COMPETITIONS WORKING GROUP LEAD**

**Term:** Four years from the AGM when elected.

**Responsible to:** The Ace Service Sub-group.

**Remuneration:** This is a voluntary role. Any reasonable out-of-pocket expenses will be met in accordance with the Association's Expenses Claim Policy.

**Closing Date:** Monday 6<sup>th</sup> May 2024.

The Lead for the Competitions Working Group will have a specific remit to support the effective delivery of Volleyball England's competitions.

### **SPECIFIC RESPONSIBILITIES**

- Running and managing National Sitting and Indoor competitions. This includes, setting/amending the regulations, approving teams entry, setting the competition structure, dealing with disputes, administering of the competition games, dealing with volleyzone, website, competitions software issues
- Collaborating with the officials working group to ensure there are officials for the matches in each competition.
- Providing opportunities for volunteers to experience and support national events.
- Obtain regular feedback and ensure all competitions and events within the working group's remit remain current, meet the changing needs of our customers (the volleyball community) and deliver the Game Plan
- Support (including support to Sitting & CY&P Working Groups) the creation of innovative and dynamic competitions and products that lead the way in engaging new and existing participants in volleyball whilst also generating a commercial return.
- Support to regional/county associations on competition structures and ideas as requested from time to time.
- Collaboration with other Working Groups, Sub-group and Hub activity as agreed from time to time.

### **GENERAL RESPONSIBILITIES**

- Lead the implementation and/or development of any specific projects as defined by the relevant Sub-group, by acting as Chair to the Working Group.

- Bring together a group of willing and skilled individuals that facilitate the development and delivery of the work of the Working Group.
- Shall keep the Sub-group, that formed it, up to date and provide expert recommendation on substance changes to relevant rules, regulations and policies.
- Make sure that minutes are taken as a record of each Working Group meeting and shared with the relevant Sub-group.
- Work closely with the relevant Sub-group Chair and Strategic Manager, providing advice and support in the implementation of the annual operation plan.
- Play an active part in helping the associated Sub-group to deliver against its own strategic objectives.
- Make sure the Working Group's activities reflect the vision, values and culture of Volleyball England.
- Encourage consideration of equality, diversity and inclusion in the work of the Working Group.
- Make sure that the Working Group's Terms of Reference (as laid out in the Framework) are followed.

## **PERSONAL REQUIREMENTS**

- A good working knowledge of volleyball competitions from grassroots to NVL.
- An awareness, understanding, and appreciation of the needs of the Volleyball England membership.
- To have proven leadership and people skills.
- An understanding of Volleyball England's guiding principles and how they could be applied within a competition setting.

## **HOW TO APPLY**

Download and complete the application form by [clicking here](#) and submit to [governance@volleyballengland.org](mailto:governance@volleyballengland.org)

Complete the Diversity and Inclusion Questionnaire by [clicking here](#).

For the purposes of this voluntary position, the person appointed is required to be a member of Volleyball England as defined by the Articles of Association.