



HIGHER EDUCATION VOLLEYBALL OFFICER (HEVO)

Senior HEVO ROLE DESCRIPTION 2026-27

REPORTS TO: Strategic Manager (Get. Keep. Grow.)

DATES: September 2026 – May 2027

ROLE

As a Senior HEVO, you will be tasked with motivating and inspiring the HEVO workforce, allowing them to reach and exceed their potential. Throughout the programme, you will act as a key link between Volleyball England and the HEVOs of your region.

You will be a former Higher Education Volleyball Officer, preferably no longer in Higher Education as a student.

This is a competitive role that requires an application and interview process. Successful candidates will demonstrate strong leadership, organisation, and communication skills, and a clear passion for supporting the growth of volleyball in higher education.

KEY TASKS

- Utilise experience to act as a mentor to HEVOs within your regional network.
- Arrive a day before the HEVO Conference starts for a development afternoon to support you in your role throughout the year and at the conference.
- Attend an online meeting with Volleyball England and all other Senior HEVOs once per academic term (end of Term 1, Term 2, and Term 3) to discuss termly challenges and successes.
- Reshare any resources Volleyball England have shared to encourage HEVO engagement.
- Put in at least one catch-up meeting/ call per term with all HEVOs of your region to provide support where needed, discuss any issues, share ideas, and focus on the upcoming reporting deadline, mass participation events, etc.
- Keep an eye out for any best practice scenarios and work with Volleyball England to support the HEVOs in doing a case study to showcase their work with the wider community.
- Remind students of the reporting deadline and be their point of contact if they need help to complete the participation report.



- Provide brief monthly updates via WhatsApp into the Senior HEVO Group chat to keep Volleyball England and each other updated summarising key achievements and progress.
- Aid universities to use the Grant Funding effectively, if needed.
- Attend at least 2 workshops throughout the year- We will send the workshop calendar information to you.
- With support from Volleyball England, organise a Mini in-person Conference for your region in Term 2- all HEVOs must attend to discuss and exchange advice, share impactful drills with each other and perhaps do a mini tournament at the end.

At the HEVO Conference:

- Work with Volleyball England to organise and lead on practical &/or theoretical elements of the conference.
- Building rapport with the HEVOs in your region during conference, get to know them, and be a main point of contact for your HEVOs.
- Actively involved in the HEVO conference providing support to the Volleyball England Staff, tutors and HEVOs. This could include taking notes, observing HEVOs during the sessions, emphasising the 'be more beginner' mindset during the conference, take photos, and feedback any suggestions, incidents, useful tips for HEVOs and report back to Volleyball England your notes on this after the conference.
- Organise the HEVO Conference evening tournament prior to the HEVO Conference (more information will be provided during the pre-conference meeting).
- Plan Term 1 Senior HEVO online meeting date at the conference (any time between mid-November-December)

KEY RELATIONSHIPS

- Strategic Manager/ Project Officer (Get. Keep. Grow.)
- Regional Volleyball Associations (listed in guidance document)
- Your region network of HEVOs



PERSON SPECIFICATION

We are looking for people displaying the below skills:

- Proactive approach with a passion for sport and understanding of higher education
- Helpful individual willing to mentor others
- Excellent communication skills
- Good organisational skills
- Keen to learn
- Can work independently and as a team
- Friendly and approachable
- Previous experience of being on student committees is beneficial but not compulsory.

ROLE BENEFITS

- HEVO Merchandise (Kukri Kit & water bottle)
- Discounted access to the HEVO conference (accommodation, food (4 meals), and Training sessions resources)
- Opportunity for personal development to enhance your leadership, communication, and interpersonal skills which in turn improves employability in the future.
- Opportunity to expand your network.
- Ongoing support from Volleyball England.
- Official Volleyball England Senior HEVO Certificate upon successful completion of the role.
- References for future applications.