



WALES NETBALL
PÊL-RWYD **CYMRU**

Wales Netball

Events and Competitions Officer

Recruitment Pack

Grow the Game, Inspire Success

November 2021

About Wales Netball

As the National Governing Body for Netball across Wales, our **Vision** is to 'Grow the game, Inspire success'.

Our **Mission** is 'Aspire to Excel; Strive to provide opportunities for all; Nurture talent to its full potential'.

Our **Core Values** are: Aspire, Connect, Inspire, Respect

About this Role

Following a difficult 18 months where competitive netball was significantly affected by the C-19 pandemic the time is right to restart National Competitions and Events.

The role is responsible for the effective planning and efficient execution of all Wales Netball's events and competitions with the aim of providing high quality experiences. The role will lead successful delivery of the domestic competition calendar which includes international fixtures, national finals, and hospitality events.

In alignment with the findings of an independent competitions review, the role holder will look to create new events aimed at increasing participation and broadening engagement with the wider netball community. This role will be integral in the development of new competitive opportunities to support the membership growth. All work will contribute to the delivery of the Wales Netball strategic plan.

Areas of Responsibility

- Delivery of Wales Netballs domestic national competition events including Inter Area, National Club, National Schools, and other events run under the auspices and control of Wales Netball
- Work closely with Wales Netball staff, Europe Netball and World Netball to facilitate the delivery of senior events and age group events
- Assist in the planning and delivery of VNSL Home Fixtures and Pre-Match Curtain Raisers
- Assist in the running of regional events and programmes where appropriate
- Lead, develop and grow the existing competition structures and opportunities to better support the netball membership and wider public
- Manage all events and competition enquiries
- Produce and manage an annual competitions calendar and handbook

- Support the development and implementation of all rules and regulations that govern all competitions
- Lead, coordinate and deliver with the staff team key identified Off Court Events
- Ensure alignment of competitions with external partners
- Develop and facilitate a National Competitions Steering Group
- Ensure workforce development opportunities are imbedded throughout all levels of competition
- Utilise national competitions as a platform to generate income
- Recruit, train and retain necessary workforce to support a broad range of events and competitions across all levels
- Manage and implement the 'Approved Umpire List' for competitions in its entirety

Person Specification

	Essential	Desirable
Qualified to degree level or equivalent	✓	
Diploma in Event Management or similar		✓
Experience		
Minimum of 3 years' experience of working at events in a range of different roles	✓	
Experience of working with a wide range of internal and external partners and building highly effective working relationships	✓	
Recruiting and developing the sporting workforce including volunteers, officials and mentors	✓	
Experience in managing budgets		✓
Knowledge and experience of sports development, including competition development	✓	
Using data to drive decisions		✓
Ability to deal with a wide range of issues	✓	
Able to run meetings, take minutes and write reports	✓	
Experience of working within a netball environment		✓
A sound working knowledge of Microsoft Office i.e., Word, Excel, PowerPoint, Access, Outlook	✓	
Creating developing and sustaining positive and effective relationships	✓	
Skills and Personal Qualities		
Ability to take a flexible approach to work issues and to plan and prioritise work to meet tight deadlines	✓	

Skills and Personal Qualities	Essential	Desirable
The ability to work under own initiative and to contribute to the team	✓	
The ability to provide logical solutions to problems and to seek referral when necessary	✓	
The ability to communicate effectively with colleagues, both orally and in writing	✓	
Demonstrates excellent customer service skills at all times	✓	
Ability to produce accurate work whilst working under pressure	✓	
Self-motivated, enthusiastic, and organised	✓	
Creative and innovative in planning, delivering, and evaluating events	✓	
Other		
Ability to travel extensively throughout Wales	✓	
Flexible working – evenings and weekends	✓	
Welsh speaker		✓

Equality, Diversity, and Inclusion

We welcome and encourage applications from people of all backgrounds. Wales Netball is committed to creating an inclusive culture, through fostering a diverse workforce.

Terms of Appointment

Remuneration: Full Time £22,000pa

How to Apply

Please send your C.V and Cover Letter outlining your suitability for the role, aligned with the role description to recruitment@walesnetball.com

Closing Date for applications: Midday Friday 3rd December 2021

Interview Dates: Thursday 9th December 2021