



**WALES** NETBALL  
PÊL-RWYD **CYMRU**

# Wales Netball

## Performance Pathway Officer

## Recruitment Pack

January 2024

## About Wales Netball

As the National Governing Body for Netball across Wales, our **ambition** is to be 'Bigger, Better and Bolder by 2030:

- Bigger: More people playing Netball in Wales than ever before
- Better: A performance system that results in our highest world ranking ever
- Bolder: Pioneering a new business approach for our sport

Our **core values** are: Inspire, Aspire, Connect & Respect. These are at the heart of everything we do, and we talk about them regularly as a staff team. We have four **Departments**; Commercial, Operations, Participation, and Performance, and each member of staff has a clear understanding of how they contribute to the 2030 strategic plan.

## Regional Academy Introduction

Wales Netball aspires to create a sustainable over- supply of athletes via its Performance Pathway for its National Squads, and Regional Academies are vital in ensuring this success. Wales Netball works closely with Regional Academy Coaches, to guide performance activity across Regional Academies to ensure consistency, and that the 'Welsh Way' is embedded throughout the regions, helping our Regional Academy coaches to develop athletes who can transition smoothly into the National Academy Squad.

We are committed to growing our Regional Academies across Wales, as this is crucial to developing a sustainable over supply of athletes that can transition to international netball at age grade and senior level. The Performance Pathway Officer (PPO) has responsibility for leading on the development of and logistics for our Regional Academies (RA's) which are the first step on our Performance Pathway.

There are exciting prospects on the horizon for Wales Netball, and this role will be key to supporting the Head of Performance to grow our Regional Academy offering across Wales, so that we can develop talent for the future.

The successful candidate will be an initiative-taker, with a sound knowledge of performance netball, or performance sport. Their strong organisation and people skills will allow them to ensure that our Regional Academy Partners, Coaches and Athletes are well supported and are provided with an excellent experience. We are looking for an analytical individual who can work with the Head of Performance to further grow and strengthen our RA offering in a sustainable fashion, in line with our wider strategic aims.

This is a part time, permanent position pending the completion of a 3-month probation period.

### **Our Regional Academies performance objectives are as follows:**

- To select and develop athletes capable of transitioning into our National Academy programme and age group competition squads.
- To retain athletes for the long term – we want athletes to continue to choose to develop their netball in Wales, and to do this, we need to ensure our Regional Academies are excellent.
- To ensure that our Regional Academy athletes develop as both people and players, who embody our values and behaviours.
- To ensure that our athletes enjoy their experience of the Regional Academy programme – for many of our athletes, their first experience of Wales Netball, and performance netball and we want it to be a great environment for them.

### **Specific Responsibilities:**

- Lead and manage the logistics for each of our Regional Academies (RA) working closely with the Head of Performance, our Partners, and the Head Coaches.
- Maximise opportunities for growth of the RA programme across Wales, in line with our strategic ambitions.
- Manage the RA budget with support from the Head of Performance.
- Plan and manage the RA trial process and the application screening process for athletes entering the pathway in conjunction with the Head of Performance and Head Coaches.
- Utilise Sport:80 to effectively manage the trial process, the trial criteria and fee payments in collaboration with the Performance Operations Lead (POL) for Wales (*Note: The POL manages the National Academy*).
- Organise and lead regular meetings with RA Coaches and attend RA sessions (across Wales) in person on a regular basis to ensure their smooth running.
- Lead on the planning and logistics for the annual RA competition and the RA Coaches conference.
- Network effectively and work collaboratively with Club/County/School Coaches where appropriate for effective athlete identification and recruitment.
- Work with the Head of Performance on the recruitment of Coaches to the RA, including creating job adverts; shortlisting candidates; interview planning and preparation.
- Develop an Athlete and Coach induction package and establish athlete and coach exit points for the Regional Academies.
- Work closely with the Head of Performance, and the Workforce Officer to ensure a transparent pathway for the development of Officials, Coaches and Umpires.

- Lead on the development of ideas and projects that will improve the RA structure and effectiveness and enhance the Athlete and Coach experience.
- Support the Head of Performance with the RA annual review process, in order to gain meaningful data to identify areas of good practice and areas of development, and to ensure that the Regional Academy programme is achieving its objectives.
- Be the first point of contact for all RA Athletes, Coaches and Partners. Managing issues or queries relating to the RA (i.e., athletes/ coaches/ parents/ venues/ partners) in a timely, transparent, and professional manner to ensure the best resolution for all involved.
- Support the Digital Communications Officer to draft press releases to increase visibility of new and current partnerships, to promote the RA on social media and contribute to the Wales Netball newsletter.
- Manage the ordering, and product tracking of kit and equipment for the Regional Academy programme.
- Be a key member of the Wales Netball staff team and work successfully across departments to deliver the strategy.
- Carry out any other reasonable duties as within the scope, spirit and purpose of the job as requested by the Head of Performance.
- Proactively comply with and promote all organisation policies, in particular those relating to Safeguarding, Equality and Diversity, Mental Health and Data Protection.

## Essential and Desirable Criteria

Qualifications	Essential	Desirable
Educated to degree level (or equivalent vocational experience) in a relevant subject	✓	
Recognised Project or Event Management Qualification i.e. Prince2		✓
Knowledge and Experience	Essential	Desirable
An understanding of talent identification and development in netball or performance sport	✓	
Experience of working in performance netball/ performance sport	✓	
Experience of contract management		✓
Experience of managing multiple projects, people, processes, and procedures from finance to administration	✓	
Knowledge and experience of collaborating with a multi-disciplinary team		✓
Skills and Aptitudes	Essential	Desirable
Ability to contribute to a high-performance culture with transparent and honest working style	✓	
Have a person-centred approach to ensure effective development of individual athletes, coaches, umpires, and officials	✓	
Able to work under pressure, manage multiple priorities and meet deadlines	✓	
Excellent people skills and the ability to influence at all levels	✓	
Effective communication skills	✓	
Empathy for the demands and pressures of a performance training programme in a non- centralised, volunteer led programme	✓	
High level of organisational skills	✓	
Ability to work from own initiative and as a team	✓	
Enthusiastic about and committed to the development of performance netball	✓	
A broad understanding and commitment to safeguarding young people in a talent environment		✓
Ability to manage confidential information	✓	

Resolute and punctual	✓	
Balanced decision-making skill	✓	
<b>Other</b>	<b>Essential</b>	<b>Desirable</b>
Flexible working including evening's, weekends, and overnight trips	✓	
Welsh Speaker		✓
Ability to travel	✓	
Full driving license	✓	

## 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. As part of your application, we have a voluntary equal opportunity form that would help us to achieve this, the form will be emailed once your application has been received.

## Terms of Appointment

**Job Title:** Performance Pathway Officer – Part Time (22.5 hours per week)

**Salary/Banding:** £22,000 - 28,000 pro rata (dependent on experience)

**Department:** Performance

**Location:** Sport Wales National Centre, Cardiff (with National Travel)

**Reporting to:** Head of Performance

**Annual Leave:** 22 days (pro rata) per year excluding bank holidays

## How to Apply

Please send your C.V **and** either a short Cover Letter outlining how you meet the essential and desirable criteria for the role, **or** application video outlining how you meet the essential and desirable criteria for the role, and how you meet the essential and desirable aspects of the job description to [recruitment@walesnetball.com](mailto:recruitment@walesnetball.com). If choosing an application video, please upload it to a Dropbox (no other files storing links will be accepted) and include the link in your application email.

**Closing Date for applications:** 1pm Thursday 25<sup>th</sup> of January 2024.

**Interview Date:** Monday the 5<sup>th</sup> or Tuesday the 6<sup>th</sup> of February 2024.

For an informal conversation about the role please contact Mrs Sara Moore (Head of Performance) by email: [sara.moore@walesnetball.com](mailto:sara.moore@walesnetball.com)

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