



HIGHER EDUCATION VOLLEYBALL OFFICER (HEVO)

Senior HEVO ROLE DESCRIPTION 2025-26

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

DATES: September 2025 – May 2026

ROLE

As a Senior HEVO, your main focus will be 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 the HEVO network of a specific region, your regional association/ local community clubs, and Volleyball England. You need to be a former Higher Education Volleyball Officer, preferably no longer in Higher Education as a student (however this is not essential).

KEY TASKS

- Utilise experience to act as a mentor to HEVOs within your regional network.
- Be proactive at the HEVO Conference to consistently engage with your regional HEVOs, fellow Senior HEVOs, tutors, and Volleyball England Staff and take the lead on different elements as needed.
- Work alongside Volleyball England to improve resources shared with the HEVOs.
- 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. Offer a pathway from recreational volleyball to competitive teams.
- 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.
- Join the committee of a community club or regional association to develop Higher Education pathways in your area (Volleyball England will support with identifying organisations). This includes attending their AGM, building strong links and relationships between the HEVOs and local community clubs to create different opportunities to cater for coaching/ refereeing needs et cetera.
- Facilitate tournaments/ friendly fixtures between different HEVO universities or HEVO universities and community clubs.
- Termly catch up with Volleyball England's Strategic Manager and Project Officer to report back on discussions with the regional committees and HEVOs, and share any other ideas/ concerns/ self- development plans etc.



HEVO CONFERENCE

- Work with Volleyball England to organise and lead on practical &/or theoretical elements of the conference.
- Introduce yourself during the conference to all the HEVOs in your region, get to know them, ensure your HEVOs are in the right place at the right time, and be a main point of contact for your HEVOs.
- Organise the HEVO Conference evening activity (more information will be provided during the pre-conference meeting).
- Make notes of the drills being taught by tutors and collate these to share with the HEVOs later.
- Set up the first regional catch up with your HEVOs.

KEY RELATIONSHIPS

- Strategic Manager/ Project Officer (Get. Keep. Grow.)
- Your regional HEVOs
- Regional Volleyball Associations (listed in guidance document)
- Local club committees (if there are limited universities in your region)

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

- Kukri Kit.
- Access to the HEVO conference.
- 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.
- References for future applications.