



## JOB DESCRIPTION

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| <b>JOB TITLE</b>                 | Strategic Manager (Talent)  |
| <b>SALARY</b>                    | £25,000-35,000  |
| <b>REPORTS TO</b>                | CEO   |
| <b>DIRECT RESPONSIBILITY FOR</b> | Talent Project Lead<br>Talent Project Officer   |
| <b>BASED AT</b>                  | Volleyball England, SportPark, Loughborough University, 3 Oakwood Drive, Loughborough, Leicestershire, LE11 3QF |

## JOB PURPOSE

As a member of Volleyball England's Senior Leadership Team (SLT), reporting to the Chief Executive, the Strategic Manager of Talent will work to bring to life all elements of our 10-year [Game Plan Strategy](#) through leading, pro-actively managing, developing, and improving Volleyball England's talent system and networks. Critically, the role will develop a culture of continuous improvement across pathways and programmes to drive strategic progression and change within the organisation and sport.

## KEY RESPONSIBILITIES

### Operational Accountabilities

- **Project Management:** lead and manage our Talent systems, pathways, and programmes across all formats of the sport from concept through review, design, implementation, and delivery.
- **Programme Management:** Lead on the planning, delivery and evaluation of training and competitions across the pathway.
- **Communications:** delivery of effective communications with all internal and external contacts, partner organisations, workforce, athletes and parents.
- **Decision Making:** ability to make appropriate key strategic and operational decisions to meet the programme and service objectives.
- **Communications Support:** to provide briefs and supporting information for the communications team so we can maximise the brand leverage, talent, and workforce profiling.
- **Budget Management:** manage, monitor, and adjust all related budgets to support effective delivery and prioritisation of resources to hit agreed targets.
- **Service and Line Management:** to manage internal team staff, lead and oversee the coordination of the volunteer talent staff network responsible to the postholder.
- **Governance, Risk & Compliance:** abide by all of Volleyball England's rules, Sport England, FIVB, UKAD, WADA, regulations and policies (Including but not limited to, Equality and Diversity Policy; Safeguarding Policy; Code of Conduct; Ethics Policy, GDPR Anti-Doping, Anti-Betting, Anti-Corruption and Confidentiality).

## Relationship Management

- Internal Team: build relationships with the talent network and Programme Leads to understand all service and programme requirements, expectations, and budgets to ensure excellent delivery.
- External Stakeholders: build strong relationships with external delivery partners, facility providers, national, regional, and local volleyball organisations to strengthen their relationships with Volleyball England and to build a network of partners to create a world class performance environment.

## Senior Leadership

- To ensure that our customers are at the heart of everything we do, influencing every decision we make and the way we conduct ourselves.
- To act decisively and transparently, having listened to our customers and stakeholders and having made best use of the evidence and insights available.
- To embrace a culture of continuous improvement, constructively challenging the status quo at all times.
- To incorporate new ideas and technology into everything we do.
- To operate on a commercially sustainable basis, delivering financially viable products and services

## PERSONAL PROFILE

| Essential  | Desirable   |
|--|---|
| 1. Degree level qualification or compensating work experience in a relevant, related field   | 1. Experience of volleyball and understanding of the current landscape in England.  |
| 2. An understanding of programme delivery and the ability to support the day-to-day delivery of talent systems and player pathway programmes   | 2. Adaptable approach and good problem-solving skills with the ability to remain calm under pressure and respond sensibly to the unexpected |
| 3. Proven experience of leading, managing, and motivating teams and devolved networks.   | 3. An understanding of technical talent systems   |
| 4. Excellent interpersonal and communication skills demonstrating an ability to communicate at a senior level and relate to a wide range of people and organisations in the right appropriate format |   |
| 5. Managing the operational evaluation and data analysis of programme delivery   |   |
| 6. Building trust and strong relationships with a range of stakeholders internally and externally at a senior level and at player-parent level.  |   |
| 7. Working in high pressure performance environments.  |   |
| 8. High level of demonstrable attention to detail and personal organisation to ensure prioritisation, time management and all outputs of work are of the highest standards.                          |   |
| 9. Excellent organisational skills and ability to manage competing priorities and deadlines, working calmly under pressure   |   |

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|---|--|
| 10. Ability to create conditions that support change management to nurture positive behaviours, appetite for personal and team improvements |  |
| 11. Be prepared to work outside normal core hours at weekends or evenings, attendance at events and meetings away from the office           |  |

Volleyball England offers a competitive benefit package that includes:

- Stakeholder pension scheme with an employer pension contribution of 3%.
- 22 days of Annual Leave, with an additional 8 bank holidays and 2.5 additional privilege days.
- Cycle to Work Scheme.
- Discounted on-site gym membership.

Volleyball England has an equity policy and is committed to equal opportunities. The equity policy can be found on [www.volleyballengland.org](http://www.volleyballengland.org).

Volleyball England is committed to best practice in the care of children and as such this post may be subject to a Disclosure and Barring Service (DBS) check. The child protection policy can be found on [www.volleyballengland.org](http://www.volleyballengland.org).

This job description is not exhaustive. It is intended as an outline indication of the areas of activity and will be amended in the light of the changing needs of the company.

To apply for this role, please send your CV and a covering letter along with our equal opportunities monitoring questionnaire to [jobs@volleyballengland.org](mailto:jobs@volleyballengland.org). Applications close at 5pm on 24<sup>th</sup> March 2023.

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