

Development Manager (Competitions) Job Description

Job Title:	Development Manager (Competitions)
Reports To:	Chief Executive
Location:	Flexible Regular attendance at The British Wrestling Academy, Salford, M7 1RQ
Purpose:	The post holder will work to develop the sport of wrestling to increase participation and membership including development of clubs and regions, and competitions. They will support the wider organisation through the development of the competition structure and safeguarding standards.
Contract:	Permanent, full time (37.5 hours per week) Flexible and unsociable hours work will be required
Salary:	£28,000
Travel:	Travel within the UK and internationally expected from time to time

Responsibilities and deliverables:

- Work with partners, clubs and regions to develop and implement opportunities for increasing participation, with increased emphasis on women and girls, lower socio-economic groups and ethnically diverse communities.
- Support new and existing clubs to achieve and maintain affiliation and the required governance standards to be sustainable vibrant clubs.
- Assist clubs and volunteers to identify development needs and support them to access training and funding to develop.
- Work with regions to encourage clubs to focus on continuous improvement, sharing learning and working together to reach more people and tackle inequalities.
- Working with the Chair, coordinate the Sport Technical Committee, to ensure an aligned approach to the development of competitions, coaches and officials to support increased membership and participation.
- Develop and implement an inclusive competition offer that increases participation and enhances the participant experience for all wrestlers at a level appropriate for them.
- Work with the Sport Technical Committee and key volunteers to deliver national competitions to provide high quality event experiences that showcase the sport of wrestling in its different forms.
- Act as the lead on communications to increase the profile of wrestling increasing market reach, membership and audience retention.

- Act as the Lead Safeguarding Officer for British Wrestling and ensure British Wrestling upholds its duty of care for all participants and members.
- Ensure implementation of the Associations safeguarding policies and contribute to a continuous improvement in culture of welfare and safeguarding across the sport.
- Monitor and analyse participation and membership data to identify areas for further research or good practice development.
- Liaise with key stakeholders, other governing bodies and wrestling nations and regions to learn, share ideas and best practice.
- Work with the Membership Secretary to deliver a high quality, value for money membership experience.
- To undertake any other relevant task commensurate with the level of the role

Person Specification

Knowledge and Experience	Essential	Preferred
Experience of developing sports clubs and community organisations to enhance the participant experience	x	
Knowledge and understanding of funding for sport and voluntary sector organisations	x	
Knowledge and understanding of volunteer development, motivation and management	x	
Experience of planning, developing and delivering sports events or competitions	x	
Demonstrable track record of success in implementing programmes to maximise participation in sport.	x	
Ability to recruit, motivate and develop sport volunteers	x	
Knowledge and understanding of the UK sport sector and key stakeholders		x
Knowledge and experience of safeguarding in sport	x	
Experience of managing budgets		x
Knowledge and experience of wrestling		x

Qualifications	Essential	Preferred
Educated to degree level preferably in a sports field or similar.	x	
Project Management qualification		x
Able to work in the United Kingdom	x	
UK Driving Licence and access to a vehicle	x	

Skills	Essential	Preferred
Excellent ICT skills	x	
Excellent interpersonal and communication skills	x	
Ability to work as part of a team with a can do attitude	x	
Excellent management and organisational skills	x	
Applies reflective practice to seek continuous improvement	x	