



HEAD OF PARALYMPIC PERFORMANCE

CANDIDATE BRIEF



OVERVIEW OF ATHLETICS

Athletics is where it all begins. Learning to run, push, jump and throw is the foundation for a lifetime of activity. From playground to podium our sport offers everybody, irrespective of size, shape, cultural background or disability, the opportunity to achieve great things and to live a healthier and happier life. Athletics and recreational running is one of the Nation's most frequently enjoyed pastimes, with grassroots participation increasing annually. It is also the Nation's number one Olympic and Paralympic sport and one of the world's few truly global sports.

OVERVIEW OF ROLE

UK Athletics (UKA) is recruiting a Head of Paralympic Performance to lead the Paralympic World Class Programme – a key component of the single athletics performance and talent system within the UK.

You will be joining the UK National Governing Body, in this role, at the heart of a new joint vision and plan, shared with the governing bodies in England, Northern Ireland, Scotland and Wales.

“An Athletic Nation” is our vision and plan to make sure that running, throwing, jumping and pushing is open and available to everyone. At its pinnacle, this means we do all we can to enable athletes to succeed as part of Team GB and Paralympics GB at the Olympic and Paralympic Games, and at the World and European Championships for non-disabled and disabled competitors. It also means that we play a supporting role for the home country teams in the Commonwealth Games. Click on the following link to access the Athletics Unified strategy: <http://www.uka.org.uk/wp-content/uploads/2020/11/UK-Wide-Strategy.pdf>.

Central to the joint vision is that the sport is and is seen to be the most inclusive, accessible and popular across the UK, with high standards and ethics at the core of everything we do. We want to welcome everyone into the athletics family, with opportunities to enjoy the sport regardless of background, ability, disabled or non-disabled, age or location.

The UK Athletics Head of Paralympic Performance will be a key role in this new era for our sport. You will report to the Technical Director (Performance), and be a key part of the Performance Leadership Team. You will have specific responsibility for setting and overseeing the delivery of the competition and training budget and plan for Paralympic athletes at the highest level, delivering the UK Athletics Paralympic World Class Programme (WCP), focussed on the GB and NI senior teams at major championships with a view to achieving success at European, World Championships and the Paralympic Games.

To this end you will have responsibility for managing the performance of elite Para podium athletes and programmes, developing relationships with the coaches, managers and agents, and having a comprehensive understanding of the bespoke environments of all Para podium athletes – all with the objective of ethical success with the athlete at the heart. You will provide leadership of the GB&NI Team at all major Para senior competitions. You will lead the establishment and development of overseas training bases for winter and pre-season preparation. Your leadership will also be key to achieving a clear and strong British Athletics culture and behaviours, in particular through your personal approach, and the relationships you build with all in the coaching, management, sport science and medicine teams and networks.

You will lead a team and network of personal coaches, and work closely with the Head of Performance Support to ensure the necessary services are available to support Para athletes in both their training and competition environments.

Diversity is integral to the sport, and our vision. We encourage job applications from suitably qualified and eligible candidates irrespective of gender, ethnicity, religion, belief or sexual orientation. We are proud of our status as a Disability Confident Leader and will guarantee an interview to any candidate with disability who meets the minimum job criteria.



ROLE

Head of Paralympic Performance.

LOCATION

National Performance Institute (Loughborough), with extensive national and international travel required.

SCOPE AND PURPOSE

The Head of Paralympic Performance will have two essential functions:

- Firstly, the role will lead the Paralympic discipline of the World Class Performance (WCP) to support athletes to medal at global integrated and para specific athletics championships and Paralympic Games for each cycle.
- Secondly, reporting to the Technical Director the role will be responsible for the Para athletics' strategic leadership within the High-Performance System for UK Athletics. This includes ensuring the sport is developing successful and seamless underpinning pathways and talent identification processes that ensures a sustainable pipeline of athletes and coaches who can deliver consistent medal success on a world stage through to Paris and beyond.

A key element of the role is to maintain productive and meaningful relationships with the coaches of GB&NI Para athletes, with ethical success for the athletes at the heart.

BUDGET RESPONSIBILITY

Paralympic Annual Budget circa £2.25 million.

KEY DUTIES AND RESPONSIBILITIES

Performance Leadership

- Lead the development and implementation of the Integrated WCP Performance Strategy (as it relates to the Paralympic discipline) and quadrennial and annual planning with the SLT. Report regularly on progress against objectives to the Technical Director and as required to CEO and Board.
- Be an active member of the Performance SLT to ensure integrated and align excellent, evidence-based coaching and performance support (science and medicine, performance and data analysis, equipment, research and innovation, talent development, lifestyle and welfare support) as appropriate to the Paralympic discipline.
- Ensure best practice approaches to athlete selection/de-selection, classification, and individualised planning and reviewing are in place throughout the WCP Paralympic pathway.
- Ensure best practice standards for athlete health, well-being, safeguarding and anti-doping are adhered to throughout the WCP Paralympic pathway.
- In conjunction with the Performance SLT, develop and maintain a healthy performance culture and climate that respects athletes, staff and partners.
- Ensure the WCP workforce (including coaches) is resourced, supported, and professionally developed to meet their objectives and deliver consistently in their roles, which includes building their understanding of working in elite Para athlete environments.
- Proactively evolve the Individual athlete planning (IAP) process to support the management of athlete/ coach relationships and contact points with the WCP (this should also include but not limited to managing the engagement with agents/ sponsors and parents as appropriate).
- Performance manage a number of Para athlete programmes as required.
- Drive alignment and connectivity of the entire talent and performance pathways.
- Provide leadership and oversight to the performance pathway.

Championship Campaigns

- Ensure effective leadership and management of GB representative teams at World, European Para Championships and Paralympic Games.
- Provide leadership to align culture and behaviours of coaching, management, sport science and medicine staff to create world class performance environments at all major competitions, preparation and training camps.
- Ensure that there are relevant competitions opportunities are identified and supported for WCP and Pathway Para athletes.

Organisational Leadership and Management

- Have overall responsibility for the management and deployment of the Paralympic budget.
- Oversee performance investment processes with funding agencies, delivery providers and partners.
- Support the SLT to create annual operational plans and detailed budgets as they relate to the Paralympic discipline.
- Ensure strategy, plans and budgets are robustly tracked and monitored with regular reporting of progress against agreed targets/measures.
- Inspire all staff working in the Paralympic discipline to reach their potential by driving a culture of continuous improvement, learning and innovation at all levels.
- Report to the Technical Director on all aspects of the performance strategy and its implementation as it relates to the Paralympic discipline.
- Actively contribute to the strategic direction of the wider NGB through collaborative working with the Board and Senior Executive on all aspects relating to the Paralympic discipline. Work closely with the Performance Management Group and other relevant committees to ensure the achievement of strategic objectives as they relate to the Paralympic discipline.

- Work collaboratively within the WCP and with Home Country Athletic Federations (HCAF) to ensure that UK's performance system network meets the needs of para-athletes and coaches developing through the pathway to WCP.
- Provide leadership that ensures the UKA's Performance system is continuously identifying and supporting the development of coaches with the capability to support athletes to achieve Paralympic medal success.
- Develop and maintain strong relationships with key external stakeholders such as the IPC, World Para Athletics, UK Sport, EIS, partners, sponsors, training centre operators and support providers.
- Represent the Paralympic discipline with the media and act as a respected voice of authority across the domestic sporting landscape.

WORKING RELATIONSHIPS

- Technical Director.
- Head Coach - Olympic.
- Head of Performance Support.
- Head of Performance Programmes.
- Paralympic Programme Manager.
- Paralympic Pathway Manager.
- Athletes on WCP and their Coaches.
- All British Athletics & Performance Staff.
- Media, Sponsors and agents.
- Home Country Representatives.
- BPA/IPC/UK Sport.
- WPA.





KNOWLEDGE & SKILLS

Experience:

- Experience in planning and implementation of performance programmes. (E)
- Experience of working in the International Paralympic environment. (E)
- Experience in coaching Paralympic athletes at international level. (D)
- Experience in collating and analysing data associated with performance sports programmes. (E)
- Planning, implementing and managing major projects, programmes, or services within an NGB or similar sized organisation. (D)
- Experience in leading and managing teams. (E)
- Experience in managing and prioritising budgets. (D)
- Experience in strategically developing successful high-performance sport programmes. (D)

Specific Skills:

- Broad knowledge of the full range of para coaching and support services required to support athletics Paralympic performance programmes. (D)
- Detailed knowledge and understanding of the national and international Para landscape. (E)
- Detailed knowledge and understanding of the national and international Para athletics landscape. (D)
- Ability to build and maintain effective working relationships with internal and external stakeholders. (E)
- Ability to plan, implement, manage, and balance a complex programme of work within agreed timelines. (E)

Education/Qualifications:

- Degree level qualification. (D)
- International recognised athletics coaching qualification. (D)

Key: (E) essential requirement, (D) desirable requirement.

EMPLOYMENT BENEFITS

JOB TITLE	Head of Paralympic Performance
SALARY BAND	Salary to be commensurate with experience and qualifications
CONTRACT STATUS	Permanent
ANNUAL PAID HOLIDAY	33 days (includes 8 Statutory Bank Holidays)
HOURS	35 per week, all hours worked basis. A flexible approach to work time is required on occasions including evening and weekend working. Extensive national and international travel required.
OTHER BENEFITS	<ul style="list-style-type: none"> • Membership to Group Personal Pension Plan. • Free private medical care with option of covering family members. • Life Insurance. • Health Cash Plan. • Employee Assistance Programme.
NOTICE PERIOD	Three months.

NB. This job description is not to be regarded as exclusive or exhaustive. It is intended as an outline indication of the areas of activity you will be required to work and with consultation can be amended in the light of the changing needs of the organisation.

HOW TO APPLY

To apply for this role, please visit <http://careers.ukathletics.org.uk/>.

Closing date for applications is mid-night on Sunday 10th April 2022.

First round interviews will be held week commencing 25th April, with second round interviews being held week commencing 2nd May.

Please email hr@uka.org.uk if you have any further specific queries.

