



## *World ParaVolley*

### *JOB DESCRIPTION*

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| <b>Position Title:</b>        | Chair, Development Commission                              |
| <b>Method of Appointment:</b> | Recommended by the Development Director for Board approval |
| <b>Period of Office:</b>      | Four years – commencing 2018                               |
| <b>Responsible to:</b>        | Development Director                                       |
| <b>Date Updated:</b>          | December 2017  |

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#### **Organisation statement:**

*World ParaVolley* is a member of the International Paralympic Committee (IPC) and is recognised by IPC as the sole International Federation with worldwide responsibility for volleyball for athletes with a physical impairment. The Mission of *World ParaVolley* is to encourage the growth and development of volleyball for athletes with a physical impairment in all nations of the world through an organised programme of education, instruction, promotion and competition, aimed at stimulating athletes and officials to join the worldwide volleyball family.

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#### **Description of Position:**

The Chair of the Development Commission is responsible for all development activities including workshops, clinics, training courses and other events that contribute to the general development of ParaVolley.

#### **Reporting and Working Relationships:**

The Chair of the Development Commission reports to the Development Director.

The Chair of the Development Commission works in co-operation with the Development Director, the Sport Department, the Grants Sub-Committee of the Board and local organising committees of international competitions at which development activities are planned.

#### **Duties and Responsibilities:**

Regularly liaise and communicate with the Development Director by;

1. Providing advice on appropriate development activities
2. Providing advice on the activities of World ParaVolley Development Centres such as the Hangzhou Development Centre in China
3. Devising and implementing a training and education pathway for the development of Technical Officials in all disciplines of World ParaVolley
4. Providing advice on planning a yearly program of development activities in advance
5. Providing advice on suitable Grant schemes that would benefit development activities

Regularly communicate with Development Commission members by:

1. Seeking their advice on appropriate development matters
2. Providing information for their education and training

Liaise with local organising committees when development activities are to be conducted prior to or after events.

Ensure that the IPC Grant and the Agitos Grant conditions are known, understood and delivered as required.

Ensure proper processes are followed by complying with the constitution and policies established for the conduct of World ParaVolley activities.

Undertake any other reasonable duties as requested by the Development Director.

### **Skills and Knowledge:**

Essential:

1. A knowledge of all disciplines of Volleyball offered by World ParaVolley
2. A detailed and comprehensive knowledge of all development activities
3. Efficient and effective communication skills
4. Working knowledge of information technology
5. An understanding of the structure, processes and procedures of World ParaVolley
6. A respect and appreciation of the cultural differences within the World ParaVolley community
7. Competencies in the English language, verbal and written.

Desirable:

1. The ability to teach and instruct the content of development activities and programs
2. An understanding of the International Paralympic Committee's Grants
3. An understanding of the rules of the game of all disciplines of World ParaVolley
4. An understanding of the current Strategic Plan of World ParaVolley and its relevance to this position.

### **Experience:**

International Volleyball experience in a variety of areas.

Teaching and/or coaching experience.

### **World ParaVolley Organisational Chart:**

See attached chart for the relationship of this position to the organisation as a whole.