



Call for applications for the position of Technical Delegate for the Sitting Volleyball competition at the Paris 2024 Paralympic Games

Background

The Technical Delegate is a volunteer position that requires a firm commitment of time and energy to represent the interests of World ParaVolley athletes in delivering a quality sitting volleyball experience for them in Paris and to represent World ParaVolley on the international stage. The TD will be required to travel to Paris for Inspection Visits on several occasions in the coming years.

The process

Written applications are invited for the position and should address the Job Description below and include an appropriate C/V or Resume with contact details. (There is no specific format required.) Character references may also be submitted to provide comments.

Applications close on 15 December 2021 and should be submitted to the World ParaVolley General Manager (generalmanager@worldparavolley.org).

The Executive Committee of the Board will short-list and interview candidates using an e-communication method. The Executive Committee will make a recommendation to the World ParaVolley Board for the approval of a preferred candidate.

The Board's preferred candidate will then be recommended to the International Paralympic Committee for formal approval and appointment.



The Role of the Technical Delegate (TD) at the Paralympic Games.

Introduction

The TD for the Paralympic Games is nominated to the IPC by the World ParaVolley Board. IPC approve, or otherwise, the nomination and officially appoint the TD.

The TD is responsible for the planning and delivery of the sitting volleyball competitions for men and women at the Paralympic Games.

It is the function of the TD to represent World ParaVolley in all matters related to the Paralympic Games.

The TD must ensure that the World ParaVolley technical requirements are met by the LOC in order to deliver the sitting volleyball competition for the athletes at the highest level.

The duration of the role prior to the Paralympics is about 3 years.

Specific Functions

The TD has overall responsibility for key functional areas in the delivery of the sitting volleyball competition (See Appendix for details):

- Competition Venue
- Training Venues
- Sport Presentation
- Look of the Games
- Competition systems and match scheduling
- Results systems
- Transport
- Village accommodation and access to Village facilities
- Food
- Hospitality at Competition Venue
- Accreditation
- Security
- Publications & Guides
- Local Volunteers
- Victory Ceremonies
- Contingency Planning
- Anti-Doping
- Athlete eligibility
- Ticketing
- World ParaVolley specific requirements
- IPC requirements
- Media Liaison

- Language services
- Spectator services
- Medical services

Requirements

The TD will be required to travel to the host city once per year during the course of the appointment for Inspection Visits.

The TD for a Paralympic Games will be required to commit a large amount of time to the position that includes consultation through World ParaVolley personnel to IPC and LOC personnel. A basic understanding of the IPC and the LOC will be an advantage.

Experience

Sound knowledge of sitting volleyball and/or volleyball

Major sports event organiser/participant

Delivering sport events in various roles

Coordinating with external agencies and event stakeholders

IT as a means of communication

Dealing with an MoU and extensive, detailed Appendices

Personal Characteristics

- Resilience, persistence and perseverance
- High level negotiating skills
- Strong command of the English language, both verbal and written
- Working knowledge of Word and Excel
- An ability to accurately input and edit data online
- High level communication skills to ensure prompt and accurate information transfer to all stakeholders
- Strong decision-maker able to offer precise direction and ensure delivery
- Attention to detail in order to ensure that World ParaVolley requirements, rules and regulations are met
- Ability to cope with physically and mentally demanding requirements whilst meeting precise and sometimes tight deadlines
- Ability to develop good working relationships through close liaison with all stakeholders
- Understanding and appreciation of the culture of the host nation and competing nations
- Willingness to accept and act on advice from members of the World ParaVolley Board of Directors

APPENDIX – Key Areas

- **Competition Venue**
 - Evaluation and approval of plans for venue, including seating, Competition Control Area, Field of Play (FoP) and Warm-up courts
 - Security and Accreditation Zones, including access to the Field of Play
 - Accessibility for Paralympic Family, Spectators, Athletes and WPV/LOC staff
 - Sight lines
 - FoP Equipment and Warm-up court equipment, including playing surface
 - Furniture supply and allocation of equipment for all areas
 - Volleyballs
 - Lighting
 - Changing rooms, including accessible facilities
 - Functional Areas including World ParaVolley offices and facilities
 - Cleaning and waste management

- **Training Venues**
 - Equipment and playing surface as per competition FoP
 - Volleyballs
 - Lighting
 - Changing rooms, including accessible facilities
 - Transport schedule
 - Training Schedule
 - Privacy of team training
 - Control of media

- **Sport Presentation**

Liaison with

 - IPC Sport Presentation Team
 - Venue Producer
 - Announcers

Regarding:

 - Pre- Match Official Protocol
 - Pre-match video(s)
 - Music choice
 - Entertainment, including visiting entertainers and Mascot
 - Lighting effects
 - Public screens

- **Look of the Games**
 - Approval of colour scheme, including court surface
 - Approval of location of IPC and sponsor logos on playing surface
 - World ParaVolley Totem dimensions and location

- **Competition systems and match scheduling**
 - For 8 male and 8 female teams (tbc)

- **Results systems**
 - Paralympic Results and Information Service (PRIS)
 - Game statistics

- **Transport**
 - Service levels and mode of transport for World ParaVolley staff from/to home and host city

- Schedules for WPV officials' transport to and from the Airport, Village/Hotel, competition venue and scheduled WPV/LOC meetings
- Schedules for team transport to and from the Village competition venue, training venue(s) and scheduled WPV/LOC meetings
- Hotel and Village accommodation and access to Village facilities
 - Village inspection(s)
 - Village & Accommodation security
 - Guest passes
 - Allocation of rooms to World ParaVolley staff at the Official Hotel
- Food
 - At Village
 - At the venue
 - At the Official Hotel
 - VIP food service levels
- Hospitality at Competition Venue
 - Paralympic Family
 - Athletes
 - VIPs
 - IF guest passes
- Accreditation
 - Entering and checking all World ParaVolley Staff Accreditation details, including photos
 - Establishment of Accreditation Zones at venue
 - Personnel
- Security
 - Venue opening times
 - Accreditation Control points
 - Liaison with Head of Security & Personnel
- Publications & Guides e.g.
 - Explanatory Guide
 - Team Leader Guide
 - Games Officials Guide
- Local Volunteers
 - Sport volunteers
 - Ensure appropriate Pre event training of NTOs
- Victory Ceremonies
 - Liaising with Presentation team
 - Nominating World ParaVolley Presenters
- Contingency Planning
 - Health and Hygiene
- Anti-Doping
 - Room allocation and facilities
 - Testing arrangements
- Athlete eligibility
 - Classification (pre-event)
 - Nationality

- Compliance with criteria for qualification – passport as proof and played within a designated pre-event period
- Ticketing
 - Maximising ticket sales through match scheduling
 - WPV tickets for guests
 - Sales guide
- World ParaVolley specific requirements
 - ITOs (numbers and appointments)
 - Organisation Chart
 - Preliminary Inquiry
 - General Technical Meeting
 - Challenge System (tbc)
- IPC requirements
 - Team uniforms
 - Manufacturer Identification Guidelines (Rule 50 and IF specific technical requirements for uniforms)
 - MoU and Appendices
 - Contractual Agreements
- Media Liaison
 - OBS
 - Host Broadcast Licence Holders
 - Camera positions
 - Photographer positions
 - Mixed Zone
 - Press area
 - Press Conference facilities
 - Global image of WPV
- Language services
 - Team interpreters in Competition Control Area
- Spectator services
 - Spectator numbers
 - Spectator flows
- Medical services
 - Approval of Medical Services Plan
 - Role of Team Doctors and Therapists
 - FoP Provision
 - Health and hygiene plans