

World ParaVolley
POSITION DESCRIPTION



Position Title: Development Director
Method of Appointment: Board appointment in 2022 until the 2022 General Assembly; elected by the 2022 General Assembly for the remainder of the four-year term until the 2024 General Assembly
(Normally elected by the General Assembly in the year of the Paralympic Games)
Period of Office: Until the 2024 General Assembly
Responsible to: The Board of World ParaVolley
Date Updated: September 2022

.....

Organisation statement:

World ParaVolley is a member of the International Paralympic Committee (IPC) and is recognised by the IPC as the sole International Federation with worldwide responsibility for volleyball for athletes with a physical impairment. World ParaVolley’s Mission is to encourage the growth and development of paravolley 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 to join the worldwide paravolley family.

.....

Description of Position:

As a member of the Board of Directors, the Development Director is responsible for providing leadership on matters relating to the development of World ParaVolley’s human resources with a focus on sitting volleyball and beach paravolley. The role involves providing leadership, direction and support for the Development Commission and Development Centres. Additionally, the Development Director is responsible for contributing to the strategic planning of the organisation.

N.B. In 2022 the Development Director will be appointed by the Board until the 2022 General Assembly. According to the Constitution, (Article 10.3) the person needs to be approved for the remaining part of the term (2023 and 2024) by vote at the 2022 General Assembly. It should be noted that according to the Constitution, (Article 7.5) the appointed Development Director cannot live in or have USA nor Canadian nationality.

Reporting and Working Relationships:

The Development Director reports to the Board of Directors and the General Assembly and provides leadership and works co-operatively with Development and Coaches’ Commission personnel and other Commission Team Leaders.

Duties and Responsibilities:

Increase the human resource capacity of World ParaVolley by:

1. Cooperating with the Team Leaders of Commissions and Committees and Zone Development

Officers to identify education/training opportunities and develop further educational material and courses.

2. Facilitating the planning and delivery of online and physical Courses
3. Developing and managing Budgets for these Courses
4. Liaising with Local Organising Committees to organise, administer and deliver Courses
5. Facilitate course evaluation by consulting with the Course Tutors and participants
6. Establishing and maintaining Course records



Ensure the forward planning and management of Courses by:

1. Establishing and maintaining a development calendar in cooperation with the Zones
2. Identifying grant opportunities and sources of funds
3. Communicating with the Team Leaders of Commissions and Committees

Cooperate with the World ParaVolley Development Centres by:

1. Assisting the Centres with planning annual programs of activity
2. Identifying opportunities to offer development activities at the Centres
3. Assisting with annual reporting of Centre activities
4. Identifying potential new Development Centres

Contribute to the strategic planning and direction of World ParaVolley by:

1. Participating in discussion and planning with relevant stakeholders such as the FIVB and their Zone Confederations to jointly explore opportunities for ParaVolley development within their programming in conjunction with other WPV stakeholders
2. Assisting with monitoring the progressive achievement of the development outcomes and reporting on these to the Board throughout the year
3. Attending Board and other relevant meetings
4. Assisting in Board decision-making

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 Board of Directors and the President.

Skills and Knowledge:

Essential:

1. An understanding of all aspects of the sport of ParaVolley at the local, regional, national, and international levels and/or relevant experience in other International Sport Organisations
2. The ability to provide leadership for the Development and Coaches' Commission of World ParaVolley
3. The ability to work co-operatively with Commission and Committee Team Leaders to plan and develop the human resources of World ParaVolley
4. Sound organisational, time management and administrative skills
5. Efficient and effective communication skills based on a consultative approach
6. A working knowledge of information technology
7. A thorough understanding of the Constitution, structure, processes, policies, and procedures of World ParaVolley
8. A respect, understanding and appreciation of the cultural diversity and of athletes with a

physical impairment within the World ParaVolley community
9. Competencies in the English language, verbal and written



Desirable:

1. A basic understanding of financial management and reporting, including the ability to secure funding for development activities and events
2. The ability to work co-operatively with external providers and sponsors
3. A basic understanding of current educational methodology

Experience:

1. Experience in the international sports of paravolley and other disciplines of volleyball
2. Experience in working as a member of a Board of Directors and in creating a team approach to development
3. Comprehensive experience in the effective use of communication tools
4. Experience in interacting and working with people from a variety of cultures and athletes with a physical impairment
5. Experience in submission, report writing and course evaluation techniques