

## Job Description

**Job Title:** Head of Performance Services

**Job Holder:** VACANT

**Location:** BOA Charlotte St, London W1/ Bisham Abbey

**Reporting To:** Director of Sports Services

**Position Type:** Permanent

**If Part-Time, FTE %:** N/A

### About the British Olympic Association:

The British Olympic Association's (BOA) Vision is to 'Unite and Inspire the nation through the power of Olympic Sport' and its Mission is to ensure Team GB are 'the best supported team in Olympic competition'. The BOA's primary role and purpose is to;

**Select, lead, and manage Team GB** at Olympic and Olympic Winter Games and all International Olympic Committee (IOC) and European Olympic Committees (EOC) accredited events such as Youth Games, Youth Festivals, and the European Games; and

**Develop the Olympic Movement and promote the principles and values of Olympism**, in our territory of responsibility.

The BOA is independent and privately funded. The success of our mission is entirely dependent upon the income we receive from our commercial programmes including but not limited to sponsorship, fundraising, licensing, and events. The BOA is the UK National Olympic Committee and the strong, independent voice for British Olympic Sport responsible for promoting the Olympic Movement throughout the UK.

### Scope of the Role:

The Head of Performance Services will be responsible for:

1. Supporting the wider BOA organisation (e.g. Commercial and Strategic teams) to translate what performance means to Team GB for external consumption/knowledge transfer, namely by 'bottling the power and essence of Team GB'. Supporting brand develop programmes and commercial assets/opportunities that transfer relevant knowledge from high performance sport (e.g. organisational productivity, tackling societal challenges such as obesity, sport as a positive enabler for change etc.) into the corporate sector to enhance and acquire new commercial partners.
2. Be at the forefront of Sport Science thinking and innovation in the UK and wider global High Performance/ Olympic Sport network and working effectively with relevant stakeholders to share best practices and identify collaboration opportunities, where relevant. Sharing and/or developing relevant data, research and insights internally within the BOA to ensure external points of views (PoVs)/ narratives remain relevant and credible.
3. Setting the strategy for and managing the delivery of performance services to BOA member organisations and athletes both in relation to:
  - a. supporting the best possible performance services/competitive advantage for Team GB athletes during Olympic Games; and
  - b. supporting training and development between Games.
4. Overseeing the delivery of performance services at Team GB's Intensive Rehabilitation Unit (IRU) in Bisham Abbey, working with invested stakeholders to ensure the optimum return on investment (RoI) for all stakeholders and users.

## Key Responsibilities:

- Setting the strategy for Performance Services in alignment with the BOA Strategic Plan
- Accountability for the overall Performance Services budget, project plan and delivery
- People management across the performance services area, including being responsible for recruitment and ensuring continuous training for performance staff
- Ensuring best practice is followed across all aspects of performance services and that these services are delivered to the highest standard
- Building relationships with key stakeholders to develop the effectiveness of BOA performance services
- Accountability for the successful appointment and delivery of performance services at Olympic Games, and Youth Games & Festivals including ANOC beach Games e.g. via planning and delivery of performance centres, hiring of Games time medical services support staff, development of advice and guidance on environmental and medical strategies etc.
- Supporting the Commercial, Marketing and Strategy teams in developing new business pitches and defining existing Commercial Partner programmes that reflect Team GB's methodology and points of view around high performance sport and how this can be translated into corporate environments for employee engagement and organisational productivity purposes
- Support the Strategic Planning & Research & Olympic Relations teams in developing key external relationships and points of view that help to position Team GB as an authoritative voice around key societal challenges, e.g. Mental Health & Wellbeing, Resilience, obesity etc.
- Line Management of the BOA IRU Manager delivering rehabilitation services at Bisham Abbey, predominantly to Olympic athletes and ensuring the Rol of this facility and sharing the lessons learned and 'good news stories' on impact of the Unit's services with relevant stakeholders
- Presenting at key Partner events, e.g. conferences, seminars, workshops, on the Team GB Performance narrative and methodology, as well as creating bespoke/tailored packages for Partners aligned to their business and brand objectives
- Promoting BOA Performance Services as part of a wider offering in elite sport

## Key Challenges in Delivering the Role:

- Expanding the scope of Performance Services within a crowded and complex landscape
- Time management to develop strategies and deliver complex programmes in consultation with relevant stakeholders/ experts
- Building robust relationships with multiple stakeholders
- Matching supply to demand with limited resource
- Delivering best in class programmes in an unpredictable financial climate
- Developing external points of view that Team GB can endorse around key performance and societal challenge topics
- Staying on top of latest research and development in Sport Science and broader topics relevant to the BOA

## Relationships and Interfaces:

- Reporting to the BOA Director of Sport Services
- Close collaboration with the BOA Commercial and Strategy teams
- Direct line management of the Intensive Rehabilitation Unit (IRU) Manager
- Working closely with the English Institute of Sport (EIS)
- Direct contact with EIS site head and service leads at Bisham Abbey
- Reporting to the BOA Senior Leadership Team (SLT) & Board as required
- UK Sport
- Sport England/ NHS
- Internal BOA functional areas
- Commercial Partners, potential Partners and external Creative Agencies

## Person Specification:

Essential	Desirable
<ul style="list-style-type: none"><li>• Highly skilled in:<ul style="list-style-type: none"><li>○ communication and presentation</li><li>○ team management and development</li><li>○ networking, stakeholder engagement and relationship development</li><li>○ strategic planning and development</li><li>○ financial planning and management</li></ul></li><li>• Extensive knowledge of elite sports performance systems and disciplines including all coaching and support functions</li><li>• Undergraduate, preferably Master's Degree, in sports science, coaching or related disciplines</li><li>• More than 10 years' experience of managing and delivering performance services and solutions in an elite sport environment</li><li>• Team player who thrives in a team environment</li><li>• Ability to work successfully under pressure</li><li>• Capable decision maker</li><li>• Excellent oral and written communication skills, along with proven interpersonal and managerial skills</li><li>• Understanding of corporate environments/challenges and how to take/translate elements of performance sport to wider audiences</li></ul>	<ul style="list-style-type: none"><li>• Experience of a multi-sport/Olympic Games at the front line</li><li>• Detailed understanding of the UK landscape in elite sport including role of the BOA, UK Sport, NGB's and HCSI's</li><li>• Strong project management skills</li><li>• Specific knowledge of coaching support disciplines to an international level</li><li>• Experience of delivering success within the sport performance environment at elite level</li><li>• Evidence of leading/inputting to Research Studies/ Thought Leadership pieces/ Eminence in Performance Sport</li></ul>

## Application Process:

- Please submit your CV accompanied with a cover letter outlining your relevant skills and experience to [Recruitment@TeamGB.com](mailto:Recruitment@TeamGB.com).
- Please include the reference **HOPS18** in the subject line of your email.
- Closing date for applications is **24<sup>th</sup> October 2018**.