

# Appointment of Performance Director for Boccia UK

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## Message to candidates

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*“It’s the heart and soul of the Paralympic Games, or all of sport. You haven’t seen sport until you’ve seen Boccia”*

**Simon Barnes, The Times, 2021**

Thank you for your interest in the role of Performance Director at Boccia UK. The quote above sums up this extraordinary sport, of which I am privileged and proud to be Chair.

This is a tremendous opportunity for a talented, committed and innovative individual to lead our World Class Programme team. Despite the substantial challenges presented by Covid-19, we had a successful Tokyo Paralympic Games with David Smith MBE adding to his gold medal tally and Scott McCowan narrowly missing out on bronze. We are well positioned for future success and are now seeking a Performance Director who shares our vision to become the world’s leading Boccia nation and who can take our World Class Programme to the next level.

This is a demanding and complex role. As Performance Director you will lead Boccia UK and our World Class Programme on a day-to-day basis. You will drive the vision, direction and world-leading culture that will deliver sustained success at World Championships and Paralympic Games. You will work with our fiercely competitive, dedicated athletes and our performance team to deliver even greater medal success both in the short and long-terms.

You will work closely with the four home nations to ensure the development pathways and domestic competitions provide a steady flow of well-prepared athletes hungry for and capable of succeeding on the Paralympic stage; and you will lead much of our work with BISFed, the international federation, to influence the long-term health and development of the sport. You will report directly to our Board which comprises representatives of the four home nations and five Independent Non-Exec Directors.

We have high ambitions for Boccia UK and believe there is potential to achieve even more success in our Paralympic performances which will inspire greater participation in the sport at all levels and impact the lives of disabled people across the UK.

We are looking to make an appointment during the Spring so if you share our vision and have the ambition, drive, passion and dedication to take Boccia to the next level, please apply.

David Richmond CBE  
Chair, Boccia UK

## Our Strategic Objectives

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### World Class Programme

To achieve podium success at the Paris 2024 Paralympic Games combined with a sustainable trajectory through to Los Angeles 2028

### Performance Development

To facilitate home nation collaboration on the development of a UK wide performance pathway capable of producing and identifying players with the classification profile and performance potential to deliver sustained medal success

### Income Generation

To expand and sustain the funding streams available to Boccia UK through donations and commercial sponsorship/income.

### Governance

To continue to demonstrate compliance, and best practice where possible, in all activities in accordance with the Code for Sports Governance and UK Sport requirements

### Promotion

To create a strong Boccia UK brand that reflects our values and unique and important role in the high-performance landscape.

## Our Vision

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To become the world's leading Boccia nation.

## What's important to us

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We will welcome candidates who feel they will be able to add to our culture and values. Boccia is the most accessible sport, played by the most disabled athletes; it has the power to inspire both disabled and non-disabled people to get involved and aspire to be the best that they can be on the field of play and in their personal and professional lives.

We have a strong, positive, healthy and transparent culture. How everyone involved with Boccia UK conducts themselves, the way we interact with one another, express ourselves, promote and encourage what is healthy and wholesome, and discourage those practices which demean us as human beings, makes the World Class Programme a place that people will thrive.

Our Performance Director must be prepared to role model those behaviours every single day.



## Job Description

**Job Title:** Performance Director

**Reports to:** Chair, Boccia UK

**Responsible for:** all aspects of the Boccia World Class Programme, including line management of 10 staff (salaried and contracted) and for providing day-to-day leadership and management on non-performance aspects of Boccia UK operations, such as the performance budget (c£3.5m over the cycle).

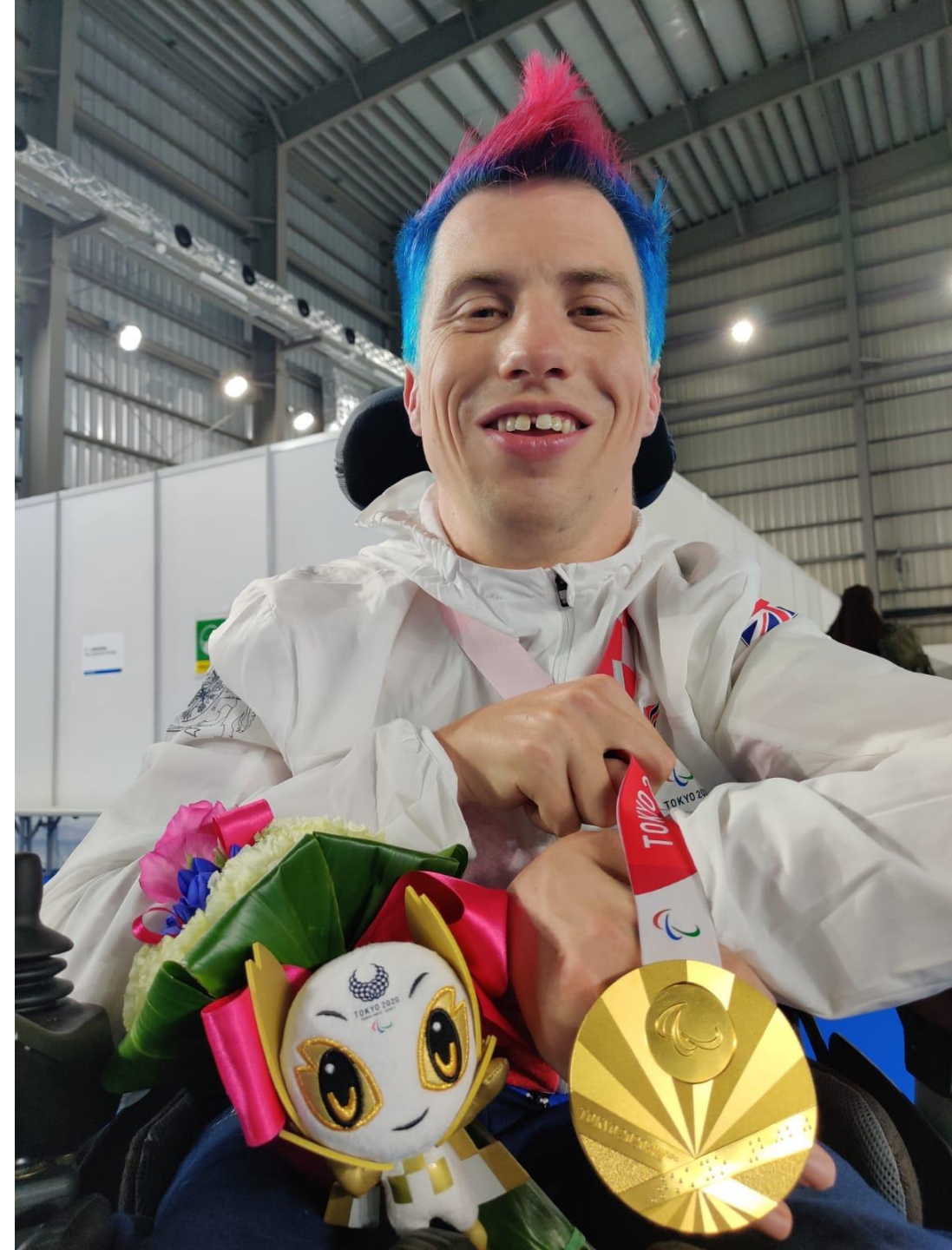
**Location:** home based with extensive UK travel and frequent overseas travel.

**Hours:** 37 hours per week with flexibility to include weekends, evenings and overnight stays.

**Salary:** Competitive with flexibility to attract the highest quality candidate.

**Pension:** Boccia UK provides pension benefits to employees through Standard Life.

**Other benefits:** laptop and routine home office costs (e.g. telephone bills) plus expenses paid when travelling and working away from home.



## Job Purpose

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The Boccia UK Performance Director is responsible for the delivery of the sport's World Class Programme and the attainment of the goals and targets laid out in the current Paris 2024 Business Strategy and subsequent Paralympic cycles. The role is to lead the Team, BC3 pair, BC4 pair and individual programmes to achieve medal-winning success at significant international competitions including European and World Championships and Paralympic Games, in line with the targets agreed with, and between, the Boccia UK board and UK Sport.

The Performance Director will work closely with the home countries, partners and stakeholders to deliver a comprehensive international programme at the highest level of the sport for Great Britain and Northern Ireland. They will ensure that medal targets are achieved or exceeded; players, assistants, coaches and other staff are well supported and continue to develop professionally and personally; that the performance pathways have identified athletes with medal winning potential for the future; and that the World Class Programme is thriving, fulfilling, and rewarding with athletes who aspire to be part of it now and in future.





## Performance Leadership

- Managing the performance environment to establish a medal winning culture in each discipline, through the building of strong relationships with all stakeholders including players, coaches, support staff, care assistants and service providers
- Recruitment and management of all programme staff, including implementing the relevant Boccia UK employee policies and performance management systems
- Responsibility for the personal development programmes of all coaching and support staff involved with the World Class Programme
- Working closely with the coaches responsible for each discipline to set targets and establish an operational plan and allocate resources to meet them. This will include:
  - Preparation and match cycle processes
  - Player selections and inclusions
  - Selection policies and standards
  - Performance reviews
  - Annual Programmes
  - High Performance Week frameworks
  - Competition plans
  - Talent integration and development systems
- Ensure the effective leadership and management of GB representative teams at all international competitions, in particular, but not exclusively, European Championships, World Open and World Championships and Paralympic Games



## Key Responsibilities

### Performance Management

- Oversee the performance investment process with funding bodies, delivery partners and delivery providers
- Review and refine the Paralympic strategy and establish an annual operational plan and detailed budgets for the World Class Programme in consultation with the Boccia UK Board
- Oversee the production and submission of key lottery funding applications as required, and maintain compliant reporting systems as agreed with UK Sport
- Devise, lead and direct an expert and innovative sports science and medicine support structure to enhance player development
- Establish robust tools for monitoring the effectiveness of all aspects of the World Class Performance Programme
- Ensure that all aspects of the plan meet best practice in the areas of ethics, child protection, welfare and safety
- Ensure that the sport's anti-doping policy is fully integrated, delivered and accepted within all activities
- Work closely with the chair of the Boccia Pathway Group to oversee delivery of the goals in the strategic plan
- Lead the Performance Implementation Group in the roll-out of critical actions in conjunction with the home country lead officers
- Manage the Performance Pathway Coach in the actions leading to an aligned Performance Pathway in the UK

### Organisational Management

Responsible for the overall day to day management of Boccia UK which includes but is not limited to:

- Ensuring compliance with all legal, regulatory and funding requirements,
- Direct oversight of all functions including HR / IT / funding / policy / assurance etc.
- Line management of all staff (salaried and contracted)
- Accountable directly to the Board for organisational (as well as sporting) performance;
- Making a critical contribution to setting, leading and delivering the organisation's strategy
- Developing strong and influential relationships with home nation colleagues.

### Relationships

- Be prominent on the World stage to ensure that good relationships exist between BISFed and the Boccia UK that enhance achievement of the programme goals
- Report to the Board on all strategic aspects of the World Class Performance Plan and gain its approval for implementation,
- Manage the key relationship with UK Sport, including reporting on the full range of issues as required
- Develop and maintain strong relationships with external stakeholders, eg EIS, BPA
- Work to achieve a sport specific profile at all levels via media opportunities and attendance at competitions
- Support the collaboration and formation of partnerships with stakeholders involved in the building and maintenance of a robust and resilient performance pathway

## Key Responsibilities

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### Budget

- Preparation of 4 year and annual cycle budgets within the World Class Performance Plan
- On-going monitoring of annual budgets in conjunction with the Finance Officer
- Preparation and review of finance papers for the Finance Committee and Board in conjunction with the Finance Officer
- Financial monitoring
- Pursuing further financial opportunities that can assist the delivery of the World Class Performance Plan goals and targets
- Preparation and review of papers for the UK Sport Annual Investment Review process

### Other

- Represent the UK on international committees and bodies where relevant
- Networking within the world class community to raise the profile and credibility of the sport
- Home Country advice and guidance over performance and international level sport
- Any other relevant associated duties that arise

### Key Relationships

- Chair, Boccia UK
- Board Members
- Boccia UK Coaches and performance staff
- Key stakeholders including but not limited to: UK Sport; EIS, BPA, Home Nations, sponsors, officials
- BISFed
- Athletes, Ramp Assistants, Carers and parents

### Person Specification

- Proven success as a coach or practitioner on a World Class Programme (or equivalent) or as a Performance Director in another Olympic or Paralympic Sport
- Proven experience of developing and continually improving a sustainable, successful high-performance culture
- Thorough understanding of world-class standards in high performance sport environments
- The ability to lead and manage a decentralised high-performance team
- A deep understanding of all aspects of technical performance solutions (coaching, science, medicine and technology) and how they integrate to deliver performance success
- The ability to lead a multi-disciplinary support team
- The ability to juggle multiple priorities concurrently across both performance and non-performance aspects of the sport.
- The ability to interact credibly across a wide spectrum of stakeholders including with the Board with young athletes and their parents, home nations, UK Sport and internationally.
- The ability to operate with the minimum of day-to-day supervision.



## Personal Qualities and Competencies

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- Think strategically but equally will be able to operate on the ground
- Be a proven, experienced, principled and values driven leader
- Possess excellent communication skills
- Be flexible, confident and comfortable with working in the 'grey area'
- Be a winner, results driven and always searching for the competitive advantage
- Be self-aware and able to give and receive feedback
- Be open, honest and transparent
- Be a team player who is comfortable with working as part of a small group
- Be able to multi-task but be clear about what the priority is
- Be willing and able to travel widely both at home and overseas for extended periods of time and be comfortable with working unsociable hours
- Possess strong IT skills

The above list is not regarded as exclusive or exhaustive as there may be other duties and requirements commensurate with the post which the incumbent may be required to perform.



## Overview of recruitment process

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The **closing date** for applications is 12:00 noon on 22 April 2022.

Boccia UK will assess each application against the person specification and select who to invite for interview.

Candidates will be notified if they have been shortlisted for interview by email no later than 29 April 2022 & Interviews will be held on 10 May 2022.

Further details about the format of the interview will be provided to shortlisted candidates.

References will be taken up for the successful candidate.

### **Equal Opportunities**

Boccia UK is an equal opportunities organisation and we welcome applications from all suitably qualified and experienced people regardless of race, religion / belief, gender, gender reassignment, disability, sexual orientation, age, marital / civil partnership status or pregnancy / maternity.

**To apply**, please send:

- A CV of no more than two sides of A4.
- A supporting statement of no more than two sides of A4, giving specific evidence of your ability to meet the key responsibilities and person specification and your reason for application.
- Names and contact details, including email addresses, for two referees and in what capacity you know them.

Completed applications should be sent to [dawnbrown@positivedynamics.co.uk](mailto:dawnbrown@positivedynamics.co.uk) by 22 April 2022.

If you require this document in an alternative format, please contact [dawnbrown@positivedynamics.co.uk](mailto:dawnbrown@positivedynamics.co.uk)

### **Conflicts of Interest**

You must provide details in your supporting statement if you have any interests that might be relevant to the work of Boccia UK and which could lead to a real or perceived conflict of interest should you be appointed.

## Guaranteed Interview Scheme

We offer disabled applicants the option of requesting that their application is considered under the terms of our Guaranteed Interview Scheme (GIS). To be invited to interview/assessment under this scheme, you must show in your supporting statements that you meet the minimum criteria for the role, which is 60% of the short-listing score across all essential criteria except when it has been exceptionally agreed that this percentage score be lowered.

If you wish to apply under the GIS, please complete a GIS form contained in the Recruitment Pack.

If you do not wish to apply under the GIS, but do require us to make reasonable adjustments at interview, then please let us know what those adjustments will be.

Please note: a request under the Guaranteed Interview Scheme does not guarantee you a job. At interview, the best candidate will be offered the post.

We guarantee to interview anyone with a disability whose application meets the minimum criteria for the post. By 'minimum criteria' we mean that you must provide us with evidence in your application form which demonstrates that you generally meet the level of competence required for each area, as well as meeting any of the qualifications, skills or experience defined as essential (the minimum criteria means the essential competences as set out in the advertisement for the post).

What do we mean by disability?

The Equality Act 2010 defines a disabled person as someone who has a physical or mental impairment which has a substantial and adverse long-term effect on his or her ability to carry out normal day-to-day activities.

How do I apply?

If you want to apply under the Guaranteed Interview Scheme simply contact [dawnbrown@positivedynamics.co.uk](mailto:dawnbrown@positivedynamics.co.uk) and request a form.

