

JOB TITLE	Deputy Chief Executive Officer
REFERENCE #	DCEO19
REPORTS TO	Volleyball England Board
DIRECT RESPONSIBILITY FOR	Volleyball England HUB
BASED AT	Volleyball England HUB at Sports Park Loughborough.
SALARY	£40-50k pro rata
CONTRACT TYPE	Full time

VOLLEYBALL ENGLAND DEPUTY CHIEF EXECUTIVE OFFICER

Job Description

Volleyball England is the recognised National Governing Body for volleyball, beach volleyball and sitting volleyball in England. Volleyball England is responsible for the development, promotion and delivery of volleyball across England.

Volleyball England is working hard to modernise the business, making it less reliant on grant funding. The main role of the organisation is to support the club infrastructure across the country. This includes developing and maintaining our network of clubs, coaches and referees, volunteers and players of all standards.

Volleyball England is currently looking to appoint a Deputy Chief Executive Officer to provide strong leadership and support the development and delivery of the organisation's strategic objectives.

Volleyball England is fully committed to the principles of equality of opportunity and is responsible for ensuring that no applicants, staff, volunteers, or participants are unlawfully discriminated against on the grounds of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation (together the "Protected Characteristics"). Volleyball England welcomes applications from all sections of society

Role Overview:

Reporting to the Chief Executive Office, the Deputy Chief Executive Officer will :

- Lead, develop and manage all staff in the delivery team in the management of the day-to-day delivery element of the business.
- To assist the CEO in the fulfilment of Volleyball England's mission, vision and strategic objectives, as determined by the Board.
- To assist the CEO in ensuring the organisation fulfils its legal, statutory and regulatory responsibilities.
- To lead Volleyball England's engagement strategy, providing strategic oversight and insight of all member services and communications with members across the volleyball community.



- To work with relevant directors, delivery leads, working groups and staff teams to ensure we are proactive, responsive and consistent in our customer service delivery.
- To complete delivery of the current strategy, to translate this into effective operational delivery that will accelerate the vision and strategic aims of Volleyball England.
- To be responsible for the development, management and monitoring of the organisation's annual operational delivery plan and budget.
- To develop and maintain effective relationships with a range of key stakeholders, funder and partners to support the delivery of the Volleyball England's strategic plan.
- Deputise for the CEO or represent the organisation internally and externally, when required

How to apply

For more information and an application form please contact current CEO Janet Inman:

Telephone: 07766 540735

Email: j.inman@volleyballengland.org

Submissions by post are acceptable and should be sent , marked 'Private and Confidential' to:

Janet Inman
Volleyball England
SportPark
Loughborough University
3 Oakwood Drive
Loughborough
LE11 3QF

We will not accept any application unless on a Volleyball England application form.

Closing date: **12th July 2019**

Interviews for shortlisted candidates will be during the week beginning **15th July 2019**