



BRITISH ROWING

Job Description

Chair

British Rowing Junior Championships

TEAMWORK | OPEN TO ALL | COMMITMENT

Job Title	Chair of the Organising Committee British Rowing Junior Championships
Reports to	Director of Partnerships & Communications
Directorate	Partnerships & Communications
Location	National

Job Purpose

The purpose of this voluntary role is to manage the planning and delivery of the British Rowing Junior Championships, ensuring the event is safe and meets all of the event's objectives.

Oversees and is accountable for all aspects of the operation and acts as the principal contact for staff, volunteers and the wider sport.

Responsibilities

- To lead and support the Organising Committee before, during and after the event
- Be accountable for the delivery of the event
- Chair regular Organising Committee meetings
- Support both the volunteers and staff members involved
- Monitor progress against the events' objectives
- Make sure the event integrates with British Rowing's strategy and operations and the wider sport, in particular the Junior Rowing Committee and GB Rowing Team to increase performance and support the junior pathway
- Make sure that the Organising Committee consults the Event Welfare Officer throughout the organisation of the Championships
- Make sure that the Organising Committee is clear of its responsibilities regarding Safeguarding and ensures the welfare of the child is at the centre of its planning
- Make sure that the Committee's roles and responsibilities reflect those required to organise the event and develop the Championships further
- Appoint new members when required, keeping a broad geographical representation on the Committee and a diverse team
- Represent the event on the British Rowing Events Committee
- Present a positive image of British Rowing (including its committees, volunteers and staff) and the sport of rowing at all times
- At all times consider how to support the strategic objectives of British Rowing.

This list is not to be regarded as exclusive or exhaustive, as there may be other duties and requirements associated with the post, which British Rowing may call upon the post-holder to perform from time to time

Measurements of performance

- Delivering a safe, smooth running and enjoyable Championships
- Maintaining the financial viability of the event
- Increasing performance standards year on year
- Growing the scope and scale of the event
- Consistency of event delivery
- Generating positive feedback from volunteers, participants and other event attendees.

Person Specification

- Ability to build and sustain relationships with a network of key people internally and externally
- Understands when and how to support, mentor, delegate and/or direct as required
- Excellent interpersonal, problem-solving and negotiation skills, and the ability to multi-task
- Calm, methodical and not impulsive
- Excellent planning and organisational skills and proven experience in coordinating successful events
- Conveys information clearly, accurately and in a timely manner
- An awareness of safeguarding and an understanding of the need to ensure a child-centred approach to planning safe events
- Passion for the sport.

Equal Opportunities

British Rowing is committed to equal opportunities for all staff and applications from individuals are encouraged regardless of age, disability, sex, gender reassignment, sexual orientation, pregnancy and maternity, race, religion or belief and marriage and civil partnerships.

Additional information

Hours

The post-holder's hours will be flexible to reflect the needs of the role. National travel will be required especially if the event is held at Strathclyde Country Park which it may be from time to time.

Remuneration

The role is voluntary, reasonable expenses will be covered by British Rowing.