



BRITISH ROWING

# Role Description

**Team Manager**

**Great Britain Beach Sprints Team**

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<b>Role Title</b>	Team Manager, Great Britain Beach Sprints Team
<b>Reports to</b>	Head of Performance Talent, British Rowing
<b>Place of Work</b>	National

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## Role Purpose

British Rowing is committed to growing all forms of the sport including coastal sculling. As the host nation of the 2022 World Rowing Beach Sprint Finals in Saundersfoot, Wales on 14<sup>th</sup>-16<sup>th</sup> October it is our aim to use this event as a springboard to build a world leading coastal sculling programme in the lead up to the 2026 Youth Olympic Games and the potential inclusion into the 2028 Olympic programme.

In the voluntary role of Team Manager, you will form part of the management committee responsible for the organisation of training, selection trials and competition preparation relating to the Great Britain Beach Sprints Team.

## Criteria for Success

The success of the role will be determined based upon the following:

- The selection of a competitive Great Britain Team for the World Beach Sprints Finals.
- Delivered a well-planned, organised and positive experience for rowers, coaches and support staff on the team, as well as those involved with the selection process.

## Responsibilities

- Liaise with other members of the Beach Sprints management group and selection panel to implement British Rowing's 2022 Beach Sprints Strategy.
- Manage the team finances and work with the British Rowing Finance Team and Head of Performance Talent to ensure the team meets budget requirements.
- Support the planning, promotion and safe delivery of British Rowing's Beach Sprints selection trials and training days/camps including:
  - Venue
  - Safety Requirements and Risk Assessment
  - Trailer Parking
  - Timing and Results
- Manage the GB Beach Sprint Team volunteer workforce.
- Support the selection panel where appropriate with matters arising from team selection.
- Act as a point of contact for matters relating to the GB Beach Sprints team, strategy and selection process.



- Ensure team discipline, morale and standards are of a high standard.
- Coordinate, arrange and manage all team requirements including but not limited to:
  - Accommodation & meal arrangements
  - Transport for team members and equipment, including any transfers where required.
  - Kit and additional equipment, ensuring that all team members are wearing appropriately branded Team Kit for all racing, media interviews and photography.
  - Communication with those associated with the team, including athletes, coaches, support staff, other volunteers and parents, pre-during and post competition.
  - Ensuring all team members have read and agree to abide by [British Rowing's Rules of Racing, Code of Conduct and all other relevant Policies and Guidance](#).
  - Keep and maintain records for all team members including, contact details (including next of kin and Parent/Guardian consent for U192), their dietary requirements and/or health conditions.
- Follow British Rowing Policies and Procedures and ensure that these are understood and followed by any workforce and/or athletes for whom the post-holder is responsible. Special attention should be given as appropriate to policies on Child Protection, Anti-Doping (including use of supplements) and Water Safety.
- Present a positive image of British Rowing in any public context and supporting publicly the National Lottery and other British Rowing sponsors. The post-holder should wear British Rowing branded clothing as appropriate.

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

## Person Specification

### Essential

- Able to communicate effectively, inspire and enable.
- Management or coaching experience, ideally in a performance environment
- Desire to continually develop skills and knowledge where relevant to the role.
- Proficient with Microsoft (e.g. Excel, Word etc) and Google systems (e.g. Gmail, Drive, Sheets)
- Current or willing to attend First Aid training.
- Current or willing to attend Safeguarding and Protecting Children training.
- Completed or willing to complete British Rowing Online Risk Assessment training.
- Current or will be expected to complete a DBS documentation as obtained through British Rowing.



## Desirable

- Management or coaching experience in rowing, ideally in a performance environment.
- Knowledge and/or experience of British Rowing's Performance Pathway.
- Knowledge and experience of working within coastal environments.

## Additional Information

<b>Anti-Doping</b>	The post-holder is expected to be fully conversant with the core requirements of the WADA Anti-Doping Code and its requirement on coaches and Team Support personnel to set a good personal example in this field. When directly working with athletes the post-holder has a responsibility to inform them appropriately of the Code's application to them and to influence them in following a 'drug-free' culture.
<b>Hours</b>	The post-holder's hours will be flexible to reflect the needs of the role and, while maintaining an appropriate work/life balance, will include time in evenings, at weekends and over public holidays. The role requires planning in advance and can be completed in the post holders own time however the dates for the event, training day and trial are set
<b>Remuneration</b>	The role is voluntary, reasonable expenses will be covered by British Rowing.

## 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.