

JOB DESCRIPTION



JOB TITLE :	KIDS' ATHLETICS MANAGER
DEPARTMENT :	Development
REPORTING TO :	Head of Global Development
MANAGING OTHERS :	No

Type of contract :	Unfixed term contract CDI	Status :	Cadre	Level :	Choisissez un élément.
Time :	Full time	Travel :	Extensive		

ABOUT WORLD ATHLETICS

World Athletics is the international governing body for the sport of athletics that includes track, field and road events. It includes 6 continental federations and 214 national federations, each a member of World Athletics.

World Athletics organises leading athletics competitions worldwide including a number of World Athletics Series (WAS) events and its flagship, the biennial World Athletics Championships. It also administers One-Day Meeting circuits such as the World Indoor Tour, Continental Tour, Wanda Diamond League and Road Race Label events. Athletics is the no. 1 sport in the Olympic Games.

World Athletics is based in Monaco, has a staff of over 90 representing 21 different nationalities. Lord Sebastian Coe was elected as the current World Athletics President in August 2015 and reelected in 2019. He has since instigated a period of high-profile organisational transformation and modernisation, as well as wide-spread reforms across the sport globally.

In 2020, WA announced its 4-Year Strategic Plan: [Strategy For Growth](#) with the vision to use the power and accessibility of athletics and our athletes to create a healthier and fitter world.

Our Mission:

GROW: Grow the sport of athletics and make it relevant in people's lives and in the lives of their communities.

INSPIRE: Create globally appealing and accessible competitions, events, and activities so our talented athletes can entertain and inspire the world.

LEAD: Be the best example of a well-governed sports federation taking brave leadership decisions and valuing partnerships

The sport continues to undergo radical review, which includes remaining relevant, revenue generation, rule reviews, relationships, rebranding, reengineering elements of the sport and reconnecting the world's biggest sport movement, running, with the elite events that people love to watch. Needless to say, this is an exciting, stimulating and busy time to join World Athletics.

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MAIN INTERNAL CONTACTS	MAIN EXTERNAL CONTACTS
<ul style="list-style-type: none"> Events Department Communications Department 	<ul style="list-style-type: none"> Area Development Centres Member Federations Schools International federation,... <div style="display: flex; justify-content: space-around; margin-top: 10px;"> School Sports </div>

GENERAL OVERVIEW OF THE POSITION

The Kids' Athletics Manager is responsible for assisting with the creation and development and overseeing delivery and promotion of the new World Athletics kids athletics programme at a worldwide level. She/He will report to the Head of Global Development.

The new Kids' Athletics programme use the power of athletics to inspire children and young people (aged 4 to 14 years) around the world to be more active, develop their skills and confidence, and connect with the sport for life.

Through the new Kids' Athletics programme we aim to:

- create lifelong participants and fans of the sport
- promote a healthy lifestyle and the foundations of physical literacy
- provide the framework for potential champions.

The new Kids' Athletics programme will be inclusive and have the flexibility to cater for all school age groups as well as geographic and cultural differences.

The Kids' Athletics programme will be delivered through our global network of 214 Member Federations by providing the Member Federations with content that can be delivered to children and young people through schools and clubs by trained coaches and Kids' Athletics teachers. Programme resources will sit on an accessible and inclusive digital platform which can be accessed by the coaches, teachers and Member Federations. The programme content will be both digital and downloadable and range from specific athletics related exercises to more broader motor skills and life skills.

DESCRIPTION OF KEY RESPONSIBILITIES OF THE POSITION

- Deliver the new Kids' Athletics programme including managing its creation and development with our partner agency and designated stakeholders and the roll out of the pilot programme prior to the formal launch
- Promote the new Kids Athletics programme to our Member Federations and encourage its uptake, development, and delivery at a national level
- Monitor and evaluate the uptake and numbers participating in the programme and identify and share best practice in programme delivery
- Manage the training and development content, including child safeguarding practices, for the pool of Kids Athletics educators worldwide and ensure regular and ongoing dialogue with these educators and an update of content as applicable
- Provide expertise and support to Member Federations as needed including updating toolkits and advising and facilitating engagement with governments
- Manage the programme budget and deliverables against the timeline

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- Coordinate the different campaigns to promote the programme with our communication department.
- Collect and analyse user feedback and provide regular and statistical data
- Oversee the creation and implementation of a global competition based on the Kids Athletics programme

SKILLS & EXPERIENCE REQUIRED

- Excellent project management skills (proven track record required)
- Experience in coaching and/or education (ages 4-14 years old) with strong knowledge and experience on child safeguarding policies
- Experience in eLearning platforms
- Knowledge in Athletics
- Creative
- Management and organisational experience
- Strong communication and presentation skills
- Attention to detail
- Proactive approach to problem solving
- Flexibility and willingness to travel
- Ability to analyse current work methods and propose better process
- with 5 years professional experience

SOFT SKILLS & EXPECTED BEHAVIOUR

- We expect excellence and total integrity
- Positive attitude
- Personal responsibility
- Good work habits
- People skills
- Problem solving
- Decision making
- Respect for context
- Service oriented
- Team worker

LANGUAGES & IT

- Excellent verbal and written communication skills in English.

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- Other languages considered an asset (French, Spanish)
- Strong computer skills (Microsoft Office: Excel, Powerpoint, Word etc...)

EDUCATIONAL BACKGROUND

- Sports Master Degree

HOW TO APPLY

WA is an equal opportunity employer and positively encourages applications from suitably qualified and eligible candidates regardless of sex, ethnicity, disability, age, sexual orientation, gender identity, religion and belief.

To apply candidates should send the following in English emploi@worldathletics.org before 9th May 2021 ;

- Letter of application highlighting your motivation for the post and relevant experience
- Up to date curriculum vitae
- Details of current remuneration
- Names and contact details for three referees (referees will not be contacted until final interview stage)