

<b>JOB TITLE:</b>	Head of Global Development
<b>DEPARTMENT:</b>	International Relations and Development Department
<b>REPORTING TO:</b>	Director of International Relations and Development
<b>MANAGING OTHERS:</b>	Yes

<b>Type of contract:</b>	Unfixed term contract CDI	<b>Status:</b>	Cadre
<b>Time:</b>	Full time	<b>Travel:</b>	Extensive

### ABOUT IAAF / WORLD ATHLETICS

World Athletics – WA (formerly the International Association of Athletics Federations – IAAF) 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 the WA.

WA organises the leading athletics competitions worldwide including the World Athletics Series of events and its flagship the biennial WA World Championships and administers One-Day Meeting circuits such as the World Indoor Tour and Diamond League and Road Race Label events. Athletics is the no. 1 sport in the Olympic Games and its vision is to be a top 4 global sport by 2020. The mission of WA is to lead, govern, and develop the sport of Athletics in all its forms worldwide uniting the Athletics family in a spirit of Excellence, Integrity and Solidarity.

WA is based in Monaco and has a staff of over 90 representing 20 different nationalities. Lord Sebastian Coe was elected as the WA President in August 2015 and re-elected in September 2019. During his Presidency, he has instigated a period of high-profile organisational transformation and modernisation as well as wide spread reforms across the sport globally.

The sport continues to undergo radical review which includes the following areas of focus: remaining relevant and attracting new fans and participants, generating new revenues, building 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.

### GENERAL OVERVIEW OF THE POSITION

The Head of Global Development will work within the International Relations and Development Department whose team (12 persons) is primarily responsible for the relations with World Athletics Member Federations and Area Associations, the development of the Sport and the governance of the Association. As such, this position leads one of the 3 pillars of the department and manages a team of 5 persons. The Head of Global Development will lead in creating the development strategy under the supervision of the Director of the Department. She/he will also be responsible for its implementation and follow-up of the

decisions of the Director of the Department. She/he also will oversee all development and education projects, including the e-learning programme, lead the Development Commission and as applicable the different expert Working Groups with the respective Chairpersons.

#### DESCRIPTION OF KEY RESPONSIBILITIES OF THE POSITION

- Under the supervision of and in collaboration with the Director of the Department, the candidate will lead the creation and implementation of a development strategy for the Sport from grassroots athletics to elite and in cooperation with Member Federations, Area Associations and other stakeholders.
- Manage the Development team and budget.
- Manage, deliver and evaluate development projects (such as Kids' Athletics).
- Develop and manage delivery of the Education Programme for Member Federation leaders, administrators, coaches, technical officials, event organisers, programme managers and other professionals working in the sport.
- Supervise coaches and technical officials training and education programmes.
- Lead the e-learning project development in cooperation with external providers and internal resources dedicated to the project.
- Supervise the maintenance and development of a database on all individuals who have benefitted from WA educational activities.
- Oversee the delivery of the decentralisation programme to include monitoring and directing the work of the Area Development Centres.
- Assist the Director of the Department in monitoring and evaluating the impact of the development grant and revising the investment and strategic approach as applicable.
- Develop Olympic Solidarity opportunities and identify other sources of funding.

#### SKILLS & EXPERIENCE REQUIRED

- Proven track record of successful project management and delivery within deadlines.
- Excellent educational skills and experience in creating and evaluating development and educational programmes within Sport (ideally in Athletics).
- Knowledge and understanding of the sporting and Athletics landscape.
- Knowledge and experience in the development of an e-learning programme.
- Experience (5 years minimum) in the development of educational services in sports and in directly managing a similar sized team.
- Ability to foster relationships and possession of inter-cultural skills and experience.
- Exhibit strong inter-personal and communication skills and the ability to operate in a dynamic environment managing multiple work streams across broad disciplines.
- Good presentation skills.
- Willingness to travel regularly for meetings, events, conferences, etc.
- Passion for Sport and education.

#### SOFT SKILLS & EXPECTED BEHAVIOUR

- Excellence and total integrity
- Pragmatic, proactive individual
- Good leadership and management skills
- Service oriented and proactive mindset

- Excellent interpersonal skills and relationship management
- Problem solving and analytical mind

#### LANGUAGES & IT

- Fluent in English
- Good level of another major language (preferably French) is an asset
- Advanced proficiency in MS Office Suite
- Experience in the use of social media, LMS and CMS

#### EDUCATIONAL BACKGROUND

- Master's degree or higher in sports, preferably sports science and / or in education

#### HOW TO APPLY

WA is an equal opportunities 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](mailto:emploi@worldathletics.org) before **17 January 2020**.

- 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)