



## **JOB DESCRIPTION: High Performance Director**

### **Summary of Role and Responsibilities**

The High Performance Director (HPD) will be responsible for all high performance rowing matters within Rowing Ireland, and will report to the Chief Executive Officer. In addition, the HPD will partner with the CEO, and the Rowing Ireland High Performance Committee, to develop and strengthen strategies relating to rowing standards on the island of Ireland.

The function of the HPD is to develop and maintain a high performance system incorporating a developmental pathway from junior to senior rowing and an elite athlete programme capable of producing podium competitive athletes in international competitions on a sustained basis.

### **Responsibilities:**

#### **1 Planning**

- 1.1 Plan, develop and implement a system, in line with Rowing Ireland strategy, to deliver a successful performance programme for Irish rowing.
- 1.2 Develop a four year and annual high performance plans for approval by key stakeholders.
- 1.3 Report regularly to the CEO and the High Performance Committee on progress in implementing the high performance plan.
- 1.4 Prepare formal progress reviews as required.

#### **2 Organisation and Management**

- 2.1 Create a winning culture and environment across the high performance programme.
- 2.2 Ensure the provision of optimal coaching, science medicine and lifestyle support to athletes on the high performance programme.
- 2.3 Recruit, direct and manage a coaching and support team with the skills and experience necessary to ensure that the goals of the high performance plan are achieved.
- 2.4 Set and review annual performance objectives for all HP staff.
- 2.5 Work closely with the Irish Institute of Sport to implement an optimal sports science and medical support structure.
- 2.6 Ensure good staff morale through effective people management practices and behaviour.

### 3 Coaching and Training Programme

- 3.1 Ensure the development, documentation, communication and effective implementation of annual coaching and training programmes for all high performance athletes.
- 3.2 Ensure the advance planning and effective running of development camps.
- 3.3 Communicate and implement appropriate selection policies ensuring fair and transparent selection of athletes for the high performance programme and competitive events.
- 3.4 Where necessary directly supervise coaching activity.

### 4 Competition Programme

- 4.1 Ensure the annual competition programme is planned and documented in advance.
- 4.2 Ensure that arrangements and support at competitive events allow athletes to perform to their full potential.

### 5 Talent Identification and Development

- 5.1 Develop, communicate and ensure the effective implementation of an appropriate talent identification and development programme across the island of Ireland.

### 6 Athlete Welfare

- 6.1 Ensure the well-being and fair treatment of all athletes in the high performance programme.
- 6.2 Ensure that appropriate support services (sport science, medical, psychological and other) are available to athletes and coaches as required.
- 6.3 Ensure that Sport Ireland Anti-Doping guidelines are integrated, and understood by all those involved in the high performance programme.
- 6.4 Assist athletes to pursue career qualifications and/or experience where practical.

### 7 Budget

- 7.1 Prepare an annual high performance budget and secure key stakeholder approval.
- 7.2 Ensure that the high performance programme stays within its approved budget.

### 8 Stakeholder Relationships

- 8.1 Ensure that effective relationships are developed and maintained with key stakeholders.
- 8.2 Work closely with Sport Ireland and Sport Northern Ireland on all matters relating to high performance funding.
- 8.3 Work closely with the Irish Institute of Sport to establish a high performance services policy.

- 8.4 Develop strong effective relationships with Irish rowing clubs and particularly with university rowing clubs, in recognition of the potential of these clubs for the development of high performance athletes.

*Note this job description is not meant to be exhaustive in nature and there may be additional items required of the HPD role not specified above.*

### **Term**

- A full-time fixed term contract to the 30<sup>th</sup> September 2020.
- A six-month probationary period will apply.
- This position is subject to Garda Vetting and reference checks.
- Significant work outside normal office hours (evenings and weekends) is required.
- Significant domestic and international travel is required.
- This position will be based in the National Rowing Centre, Farran Wood, Co. Cork.

### **Person Specification**

#### **Essential Criteria**

- **Extensive rowing experience:** International experience of either coaching, management and/or competing in international rowing.
- Degree or similar level qualification in a sports or management-related discipline or evidence of the equivalent practical experience.
- **Leading the Culture for Success:** Experience of leading, empowering and managing teams, within a high performance sport environment.
- **Establishing an Approach and Achieving Results:** Ability to create sports strategies with a strong record of delivering outstanding results and experience of managing financial budgets.
- **Enabling the Optimal Environment (for Organisational and Personal Development):** Demonstrable track record of supporting the implementation of change and continuous improvements to evolve the capability and capacity of the organisation.
- **Strengthening Relationships and Working Together for Success:** Experience of developing sustainable relationships to further the interests of the organisation and sport.
- Full, clean driving licence.

#### **Desirable Criteria**

- Professional qualification in coaching, management, or appropriate equivalent.
- Post Graduate qualification.
- Experience of the Irish sporting environment.

## **Application Process**

Candidates wishing to apply for this post should e-mail a Curriculum Vitae and Covering Letter to:

Hamish Adams, CEO  
Rowing Ireland  
National Rowing Centre  
Farran Wood  
Co. Cork

[hamish.adams@rowingireland.ie](mailto:hamish.adams@rowingireland.ie)

Covering letter should state why you think that you are suited to this particular role and highlight relevant experience, skills and qualifications.

**Application deadline: 5pm Friday 17th March 2017**

Interviews will be held in March.