

# ICE HOCKEY UK FOUNDATION

## Head of Development (Full Time)



**REPORTS TO:** Board of Trustees, IHUK Foundation

**SALARY:** Competitive, dependent on experience

**BENEFITS:** UK Pension Contributions, allowable expenses

**HOLIDAYS:** 25 days per year plus statutory holidays

**HOURS OF WORK:** 40 hours per week (full-time) and may include evenings, weekends, public holidays as well as time out of the country for fixtures/training camps.

**LOCATION:** Home based within the UK but with travel around the UK, and internationally on occasion.

### Introduction

**About the Ice Hockey UK Foundation (the Foundation),** Charity number: 1197638, a registered Charitable Incorporated Organisation (CIO), regulated by the Charity Commission under the authority of the Charities Acts, was recently formed, whose objects are centred around the promotion of community participation in the sport of ice hockey throughout the UK.

Initially the Foundation will form a set of development programmes that will look to complement and support IHUK's overarching development strategy, focusing on youth and junior age groups, and provide assistance to GB pathway athletes from economically disadvantaged socio-economic backgrounds.

Various options have been considered for these development programmes, built on the back of wide consultation with a broad cross section of the ice hockey community in the UK. Those programmes envisaged may include a GB High Performance Academy, an Elite Coach Development Programme, a Junior National Cup competition, as well as an initiative centred on encouraging our youth and junior talent to remain in full time education.

**About Ice Hockey UK (IHUK).** IHUK is the nationally and internationally recognised national governing body (NGB), through its Great Britain Programme (GBP) is also responsible for developing elite international representative ice hockey in the UK, and is affiliated to the International Ice Hockey Federation (IIHF). IHUK has recently entered into a new partnership with UK Sport to develop plans for both men's and women's teams to qualify for and perform successfully in major championships, including the Olympic Games in the next 8-12 years.

IHUK works in close partnership with UK Sport, UK Sports Institute (UKSI), English Ice Hockey (EIH) and Scottish Ice Hockey (SIH) – together the Home Nation Associations (HNAs), Elite Ice Hockey League (EIHL), International Ice Hockey Federation (IIHF), Ice Hockey UK Referee Section (IHUKRS) and Ice Rink Managers Association (IRMA).

The IHUK Foundation is now recruiting a Head of Development (HoD). This is a new role within the organisation.

### The Role

The Head of Development is responsible for forming the Foundation's development strategy, building an appropriate structure capable of delivering the strategy, and putting together operational plans for delivery of its development programme, and the progression initiatives that will flow from this. This will also include the formation and delivery of plans to provide a world

class development strategy to complement IHUK's own development goals, and its GB World Class Programme in the UK and abroad, leading to consistent performances, and qualification to major championships including the IIHF World Championships, as well as IOC Olympic Winter Games (OWG) and Youth Olympic Games (YOG).

Further to support from private charitable and commercial sources, and the agreement between IHUK and UK Sport, the Foundation now has the funding, support, opportunity and ambition to create this new development role, in collaboration with IHUK to build development programmes across key areas of the sport and IHUK's activities, to raise performance standards and for GB to achieve even more international success.

Reporting directly to the Foundation Board of Trustees, and working in partnership with the Foundation Manager and the IHUK Head of Performance, she/he will have responsibility to further develop a high-performance development culture, allowing IHUK and the GBP to succeed in their strategic visions.

IHUK is looking to appoint a world class, progressive, inspirational, experienced and knowledgeable development leader. Whilst deep knowledge of and experience in ice hockey is not essential, it is desirable.

### **Main Responsibilities**

- **Accountable for**
  - Establishing a development vision, and lead positive change to a world class environment and medal winning culture
  - Establishing and managing, a high performing team of goal-focused paid and volunteer staff and coaches with expertise and complementary skills who will collaborate, innovate, and work together to achieve the missions of the Foundation, and IHUK
- **Responsible for**
  - The production and delivery of the Foundation four-year development plan, and along with the Foundation Manager be accountable to the Board of Trustees for its effective delivery
  - Ensuring the effective delivery of all aspects of the annual IHUK Foundation development programme plans, including but not limited to;
    - Responsible for recruitment into the Foundation's GB Development Programme (development programme) structures and execution of the development strategy
    - Responsible for the GB High Performance Academy (GB HPA)
    - Responsible for the GB Elite Coach Development Programme (GB ECDP), which will include an education structure and plans for development of a GB elite coach education framework
    - Responsible for liaising with GB Talent Identification officers, forming Foundation athlete Talent ID (TID) structures, and integrating those into the development initiatives
    - In partnership with the IHUK HoP, explore the potential for a National Cup competition to sit alongside the HNA leagues
    - In partnership with the IHUK HoP, oversight of the GBP 3 on 3 Programme
    - In partnership with the IHUK HoP, form activity plans and organize logistics for the Development Programme progression initiatives, competitions, events, etc.
  - Supported by the IHUK HoP, forming the necessary programme policies and processes
  - Taking budget management responsibility for the Foundation development programme, including the effective production of annual budgets, and allocation in

- line with agreed budgets
- Along with the Foundation Manager, forming and presenting annual and ad hoc reports on the development activities of the Foundation to the Board of Trustees
- Supported by the Foundation Manager, and where appropriate the IHUK HoP, effectively managing technical and support staff and key volunteers who are involved in programme delivery
- Developing and maintaining strong relationships with athletes, staff and partners in line with the organisational values
- Where there is a perceived need to arrange CPD opportunities for programme staff to enable them to upskill to the required standards of the Foundation and the GBP
- **Consult with**
  - IHUK HoP, to partner in liaising effectively with the HNA representative programmes, particularly around the talent and age group programmes which link to the GB teams
  - The IHUK HoP
    - Supported to ensure that an anti-doping policy, welfare policies, safeguarding policies are fully integrated by all those involved in the Foundation and GB development programmes; and
    - Partner in developing and fostering key relationships with the IHUK and GBP Committee Chairs, IHUK CEO, GBP Technical Director (TD), GBP National Squads Director (NSD), GBP pathway athletes, coaches and support staff, the HNAs, the Elite League, UK Sport, UKSI, the British Olympic Association (BOA), the IIHF and other key stakeholders who are contributing to the key performance objectives of the programme; and
    - Assist in liaising with key public funding, delivery and support partners, including UK Sport, Sport England (SE) and UKSI, around matters relating to the funding and delivery of the development programmes; and
    - To identify development programme risks on a quarterly basis and ensure appropriate strategies are in place to address them.
  - The various IHUK personnel engaged with its international partners, and be supported to establish and maintain a prominent presence on the international stage to ensure that good relationships with the IIHF and other national Federations are willing and able to support the development programme goals
- **Inform**
  - And when required, to report to the Board of Trustees on the delivery of the Foundation GB development programme, and progress towards the agreed performance indicators

### **Desirable Skills, Knowledge and Experience**

The successful candidate is likely to be able to demonstrate most of the following requirements of the role;

- Experience in a performance and development-based sports role, either as a coach, senior practitioner, performance or development manager
- Comprehensive understanding of high-performance and development requirements in a sports environment, including a deep understanding and best in class knowledge of; relevant development programmes, coaching and education, sport science best practice, cutting edge analysis, as well as durable and sustainable culture development
- Whilst deep knowledge of and experience in ice hockey is not essential, it is desirable
- Athlete focused with demonstrable focus on athlete and coach welfare and management
- Ability to lead small teams and build organisational talent effectively
- Strong planning and organisation skills with experience of leading effective development and change management initiatives

- Developing and maintaining strategic relationships with the ability to build trust and confidence with stakeholders
- Innovative thinker with a track record of exceptional achievement in turning strategies into effective reality to achieve sustained success
- Outstanding leadership capabilities supported by an energetic, persuasive and engaging personality and the skill to balance driving for results with instilling a culture of collaboration, team working, innovation and support
- Outstanding communication skills – written, verbal and presentation
- Good self-awareness, emotional intelligence
- Clear ability to work under pressure, manage multiple projects and achieve deadlines
- Humility (low ego, always assumes the position of learner) and collaborative (able to bring together the many stakeholders involved to deliver a shared vision and mission)
- Given the nature of the role, its novelty within the UK ice hockey sporting system, a need to be entrepreneurial, pragmatic, and willing to immerse oneself fully in the tasks set
- Integrity, with the ability to deal with sensitive matters

#### **Other Requirements**

- Required to obtain an enhanced level UK Disclosure and Barring Service (Criminal Record Check) disclosure
- Ability to work away from home, with weekend working, irregular hours and significant travel domestically and abroad
- Full driving license

Please note, IHUK, its programmes, and the Foundation are committed to inclusion, embracing the spirit of equalities legislation, as outlined in the Equality, Diversity and Inclusion policy, available on IHUK's website or by [clicking here](#).

#### **How to apply**

To apply, please provide a one-page covering letter stating what you will bring to the role, your salary/remuneration expectations and notice period, as well as your CV – this should be sent to: [andy.french@icehockeyuk.co.uk](mailto:andy.french@icehockeyuk.co.uk)

Closing date for applications is 31<sup>st</sup> May 2024.

#### **Selection Process**

Interviews will take place during the 3 weeks commencing 3<sup>rd</sup> June 2024. The intention is that an appointment will be made by the end of June.