



COMPETITIONS AND EVENTS MANAGER – ENGLAND BOXING FULL-TIME, PERMANENT

Background

England Boxing is the National Governing Body for amateur boxing within England and is one of the oldest sports in the world and one which has featured in the ancient and modern Olympics since 1904.

With its own heritage dating back to 1880 and the first national championship taking place in 1881, the organisation is responsible for promoting and developing the sport of amateur boxing at all levels, from grassroots through to the England talent pathway, and in turn passing prospective medallists on to GB Boxing. The organisation is a member of World Boxing & European Boxing, IBA and EUBC, the World and European governing bodies respectively.

England Boxing has a new strategy in place through to 2027 and has now confirmed its funding with Sport England for the same period. The governing body has gone through rapid change and now has the opportunity to continue to grow and build in both competitive and recreational boxing

With a membership of over 1,090 clubs, 35,000 competitive boxers, coaches and officials and around 175,000 recreational boxers using the clubs each week, alongside being successful in delivering medals at international championships, the sport also has a significant record in delivering community programmes and activity in inner cities and local communities.

As part of the implementation of a new strategy, the England Boxing is seeking to appoint a Competitions and Events Manager to ensure the successful delivery of all competitions and events, including National Championships, EB Annual Awards, GB Three Nations and Women's Winter Box Cup.

Job Description

Job Title	Competitions and Events Manager
Reporting To	Head of Operations
Responsible for	The management and successful delivery of all England Boxing Events & Competitions
Salary	£30,000-£35,000
Location	Remote but regular presence required in our Sheffield office
Type of Contract	Permanent
Role Purpose	<p>As part of the Operations team, the successful candidate will be responsible for playing a proactive role in the '<i>Inspirational and Aspirational Competition</i>' and '<i>A Trusted & Respected NGB</i>' elements of England Boxing's strategy, as well as having significant input into other elements of the wider strategy.</p> <p>In the first instance, the role will be responsible for ensuring the successful planning, delivery, and evaluation of the five national championships (Schools, Juniors, Youths, Development and Elites) including delivery of the final rounds to the highest standards, ensuring that they are safe, commercially successful, and worthy of national finals producing the champion boxers of England.</p> <p>In addition, the role will manage the delivery of a GB Three Nations event each year (England, Scotland and Wales host one event each per year – either the Schools, Junior & Youth or Elites), as well as other smaller scale events including the EB Annual Awards Ceremony.</p> <p>Finally, the candidate will play an advisory role in supporting other competitions, such as the NABGC Championships and the BUCS (Universities) championships.</p> <p>The role will be responsible for effectively managing the budgets connected to the above competitions, ensuring parameters of England Boxing's financial policies and guidelines are followed at all times.</p> <p>The role will also be responsible for instigating and delivering competitions, events, bouts and matches including international duals on behalf of the organisation.</p> <p>The position will also be required to be innovative (commercially and operationally) and ensure that new competitions / bouts are delivered to ensure that the organisation provides appropriate levels of competition to all levels of the organisation in line with the inclusive sport strategy.</p>

	<p>It will also require working with the England Boxing regions as appropriate, to initiate inter-regional or city competitions and bouts that meet the needs of the membership and provide commercial revenue generating opportunities to the organisation and regions.</p> <p>The remit will cover developing policies, strategies, rules, regulations, minimum standard documents and event plans for all competitions and events to standards commensurate with successful national competitions and events.</p>
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<p>Key Accountabilities</p>	<ul style="list-style-type: none"> • To manage and deliver the five national England Boxing Competitions from entry through to the finals, including the delivery of the finals rounds to a high standard. • This includes tendering for and establishing relationships with appropriate venues, key stakeholders (including boxers, officials, spectators), budgeting and developing operational, safety, ticketing and promotional plans and any other responsibilities associated with delivering successful national competitions and events. • To support the delivery, as required, of the NABGC and BUCs competitions and any other competitions that are deemed as furthering the aims of the organisation and boxing in general such as the EB Annual Awards Ceremony. • To deliver any agreed events, duals or international competitions as required. This to include, if appropriate, support in bidding for hosting international tournaments. • Create new competition inventory to meet the strategic aims of the organisation including greater and diverse offering at all levels of experience from entry level through to elite. • Ensure that all competitions and events have appropriate policies in place covering competition rules, minimum standards, contingency plans and adherence to relevant safety policies. • Ensure the competitions are recognised as being delivered to the highest standards from a boxer, official, sponsors and customer experience perspective, that they are revenue
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	<p>generating for the organisation and innovative in their delivery.</p> <ul style="list-style-type: none"> • To assist clubs and regions as required in the delivery of competitions and events that meet the needs of the participants and help generate revenue for reinvestment into boxing. This to include entry level competitions. • To work with the commercial and communications departments to ensure the commercial obligations are met and new ways of creating commercial inventory and revenue generating opportunities are fully utilised. • To work with and attend appropriate sub-committees to ensure the current / new competitions and events, initiatives, policies and processes are delivered to the highest recognised standards and consistently aligned to the organisations overall strategic aims. • To manage in the first instance the competition budget and where appropriate event staff and volunteers within this remit. • To provide support and input into the management team as required, and specifically into the delivery of the organisation's strategic plan and Sport England funding programme. • To perform any other duties as reasonably required in order to meet the objectives of the organisation.
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<p>Person Specification</p>	<p>Essential:</p> <ul style="list-style-type: none"> • Suitable proven experience in successful operational delivery of national competitions and events • Knowledge of the critical success factors required to ensure participant, athlete, spectator & stakeholder satisfaction at sporting events • Proven experience in developing competition and event strategies, policies and rules, including; tendering, event management plans, contracts, safety and contingency procedures and ticketing initiatives
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	<ul style="list-style-type: none"> • Experience in developing new and innovative events and/or competitions • Understanding of and experience in generating commercial revenue and profile from events /competitions • Strong interpersonal and relationship-management skills, with an ability to work effectively with other departments and stakeholders and a proven record of influencing others • Comfortable operating in a dynamic and competitive environment with excellent people-management skills • The ability to apply a clear, logical and coherent approach to the analysis of issues and develop and implement recommendations for action • Track record in the successful management of budgets • Ability to work under pressure, manage multiple events and to tight deadlines • Excellent written and verbal communication skills that are flexible to a wide range of audiences • Excellent IT skills, specifically Microsoft Word, Excel, Outlook and PowerPoint • To be resilient and able to demonstrate leadership, and have experience operating at a management level, including presenting to a Board of directors <p>Desirable:</p> <ul style="list-style-type: none"> • Knowledge of boxing structures and delivery of its competitions and bouts • Knowledge of associated safety considerations in delivery of public events and sporting competitions • Be able to demonstrate creativity and the instigation and production of innovative competitions and events • Experience in tendering for and/or delivering international events • Holds a full UK Driving Licence and access to a vehicle
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	<ul style="list-style-type: none">• The role will require travel throughout the country for meetings/events and work unsocial hours including evenings and weekends (as required). This includes the need to be available to answer competition and event queries outside of office hours including those of the competitors and coaches
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To apply

In order to apply for this role with England Boxing, please send CV and cover letter to hrapplications@englandboxing.org.

The closing date for applications is midnight Sunday 25th May.

Valuing Diversity

England Boxing Ltd is committed to valuing diversity and seeks to provide all staff with the opportunity for employment, career and personal development on the basis of ability, qualifications and suitability for the work as well as their potential to be developed into the job.

We believe that people from different backgrounds can bring fresh ideas, thinking and approaches which make the way work is undertaken more effective and efficient.

The Company will not tolerate direct or indirect discrimination against any person on grounds of age, disability, gender / gender reassignment, marriage / civil partnership, pregnancy / maternity, race, religion or belief, sex, or sexual orientation whether in the field of recruitment, terms and conditions of employment, career progression, training, transfer or dismissal.

It is also the responsibility of all staff in their daily actions, decisions and behaviour to endeavour to promote these concepts, to comply with all relevant legislation and to ensure that they do not discriminate against colleagues, customers, suppliers or any other person associated with the Company.

Reasonable Adjustments Request

Should you require any reasonable adjustments to apply for this role or attend interview, please request a reasonable adjustment form via email to:

hrapplications@englandboxing.org