



Head Track Coach

Cycling Ireland (CI) is the National Governing Body for Cycling on the island of Ireland. Our Head Office is based on the National Sports Campus, Blanchardstown, Dublin 15.

For further information, please see our website at www.cyclingireland.ie.

We are now recruiting for the position of **Head Track Coach** with further recruitment within the High-Performance department anticipated in 2022 with a view to the 2024 Paris Olympic and Paralympic Games and beyond.

Role

The successful candidate will work with the High-Performance Director (HPD) in the delivery and strategic leadership of the “Perform” aspects of CI’s 2020-2024 Strategic Plan of which a key aspect is the establishment of sustainable structures and systems specific to Track for Paris 2024 and beyond

The successful candidate will have responsibility for all aspects of our Track Programme with a key focus on our Olympic programme for Paris and beyond and will be responsible for liaising with key stakeholders and provincial coaches in ensuring a pathway and athlete pipeline is in place, additionally the Head Track Coach will be instrumental in shaping the focus of our Track programme for the future.

Role and Reporting Structure

The Head Track Coach will report to the High-Performance Director and will form part of the general management structure of the High-Performance Unit.

The role will interface through the HPD with the CI High-Performance Committee whose role it is to provide high level strategic check and challenge to the HP programme.

Key Responsibilities

- 1 Provision & delivery coaching programmes for all athletes on the HP Track Programme.
- 2 Management of all athletes & volunteers within the track programme ensuring an athlete-centred approach within the effective and efficient delivery of track operations.
- 3 Ensure the optimisation (effectiveness and efficiency) of track programme operations across all event campaigns and training camps.
- 4 Management of designated service providers within the track programme – ensuring effective support is provided to athletes and campaigns as required.
- 5 Monitoring and management of the track budget, ensuring all operations are delivered within designated parameters and organisational policy.
- 6 Assisting with all track selection processes with input to setting, publication and promotion of criteria.
- 7 Work effectively with the CI HP Committee as required.

- 8 Liaise with various CI Commissions as required (For example, Track, Paracycling, Youth & Women); and ensure visibility of HP track operations to developing athletes and coaches as well as provide support to the Commissions HP aims as required.
- 9 Work closely with other CI staff to ensure alignment of track operations and ideals with other CI departments.
- 10 Provide reports, insights and monitoring data as required by the High-Performance Director Board, and key stakeholders.

General Responsibilities

- Act as an ambassador for CI and represent the organisation professionally.
- Prudently manage all financial aspects of the role and effectively prepare, monitor, and manage budgets.
- Manage own workload and report on outputs.
- Produce reports, deal with correspondence, and attend relevant meetings as the role demands.

Applicants should note that these lists are not exhaustive and are subject to change as required and appropriate.

SELECTION CRITERIA:

Essential Requirements

- Be eligible and willing to work in Ireland on a full-time basis; with international travel required to identified offshore training camps or bases and competition locations. (Pandemic permitting.)
- Excellent command of English language both spoken and written.
- Full unrestricted drivers' licence and sound driving record.

Essential Skills and Experience

- Significant¹ experience coaching in a similar or comparable role/s.
- Experience working within a cycling high-performance role in an NGB or professional setting.
- Relevant third level qualification in sport/exercise science/coaching, sports management or related discipline; or equivalent significant workplace experience.
- Strong knowledge and experience of coaching track cycling through all its disciplines; and experience of the high-performance cycling environment globally.
- Experience in programme management involving athletes, coaches and managing a small staff and/or volunteer team.
- Experience of working with a volunteer led organisation.

Key Qualities

- Integrity and personal values beyond question in delivering performance outcomes ethically.
- High Level Interpersonal skills along with discretion with sensitive and confidential information.

- A *can-do* attitude and ability to manage numerous projects at once.
- Creative thinker with strong administrative skills and attention to detail.
- Flexible and adaptable attitude with a proven ability to work under pressure.
- Well-developed conflict resolution and problem-solving skills.
- Strong work ethic and ability to work in a dynamic environment.
- Team player and ability to work on own initiative as well as in a small, dedicated management team.

Remuneration and Location

- **Package:** The package will be commensurate with qualifications and experience, reflective of the not for profit/sports sector.
- **Position Tenure:** Estimated 3-year contract for the 2024 Paris Olympic and Paralympic Cycle and related functions, reviewable annually. Exact dates to be negotiated within the employment contract of the successful applicant
- **Hours per week:** (Full-time) - This position will require, at times, irregular and unsocial hours and remote working in line with current Covid 19 regulations. As such flexible working arrangements are available.
- **Physical Location:** (where CV-19 regulations permit and noting the travel requirements of the role): Cycling Ireland Head Office, The Clockhouse National Sports Campus, Blanchardstown, Dublin 15

Appointment will be made subject to satisfactory:

- Garda/Access NI Vetting or equivalent appropriate working with children checks in country of origin
- Reference Checking Procedures

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