



CONFÉDÉRATION EUROPÉENNE DE VOLLEYBALL

The Confédération Européenne de Volleyball, the overall sport organisation governing continental Volleyball and Beach Volleyball competitions throughout Europe, in order to expand and strengthen its Development Department, is looking to recruit at the earliest possible date a

Development Coordinator (M/F)

Full time

Your job:

As head of the CEV Development Department, the Development Coordinator is primarily responsible for the management of all kinds of development activities of the CEV, for guiding, supporting and coordinating CEV's member federation's development activities and for initiating future funding opportunities from the European Union, Olympic Solidarity and other institutions.

This function includes the development of projects of the Zonal Associations, Development Centres and National Federations, established in close collaboration with their respective financial and political authorities and dedicated to the development of Volleyball and Beach Volleyball for the youth in their country or regions.

Primary responsibilities

- Support the NFs with the creation of their development projects and their submission to the respective bodies;
- Draft and coordinate funding applications to the European Union, Olympic Solidarity and other institutions;
- Draft and initiate development programmes for Volleyball and Beach Volleyball across Europe;
- Coordinate with the various Volleyball authorities the implementation and follow-up of the development projects in Europe;
- Establish and promote the availability of all the necessary cognitive elements for the conduct of such projects (management models, strategies, specific documentation, control and evaluation tools, courses and training, etc.);
- Stimulate and promote the sportive, educational and social values of our sport;
- Increase the work of the training clubs and their collaboration with their respective national federations in order to prepare the elite youth volleyball and its future international competitions;
- Collaborate and support the CEV authorities and any other related responsible persons nominated by the CEV to constantly evaluate the feasibility, consistency and efficiency of the projects submitted to the CEV;
- Develop and adapt, under the authority of the CEV Executive Committee and Board of Administration, the objectives, the budget, the planning and the resources connected with the development programs;
- Supervise, coordinate and control the activities of the Development Centres and Zonal Associations;
- Stay in close contact and coordinate the development activities with the FIVB Development Department.

Your profile:

Experience and knowledge

- MA or equivalent in a relevant field (Business Development, Sport, Education, Finances, Law, etc.);
- Previous experience in the management and development of projects, as well as in European/Olympic funding and interaction with sport institutions;
- Experience in international work environments and intercultural communication as additional asset.

Skills

- Proven excellence in writing and editing skills in English, any other European language is an advantage;
- Excellent communication, networking, and interpersonal skills;
- Good knowledge of computer tools;
- Innovative and creative thinking in relation to projects.

Personal qualities

- Independent professional ready to contribute to the overall goals of the organisation;
- Flexible, willing to work according to the schedule of the various events and activities, including weekends and evenings;
- A good sense of initiative, team-spirit and professionalism;
- Interest in working in a dynamic and international sport environment.

If you are interested in the challenge of the above position, please send your application (cover letter and CV in English) by the 28th of March 2016 at the latest to:

Confédération Européenne de Volleyball
Mr. Thorsten ENDRES, Administrative Director
jobs@cev.lu