

Job Description			
Job Title:	Rugby Europe Regional Training Manager (World Rugby Portfolio)	Team:	Regionally engaged
Reports to:	World Rugby Training Manager (Direct) Rugby Europe CEO (Direct) World Rugby Rugby Services Manager (Indirect)	Location:	Flexible but within World Rugby Region
Grade:		Salary Band:	
Work Pattern:		Date JD Completed:	July 2015
Job Purpose: In line with World Rugby's Strategic Plan and Rugby Europe's Regional Strategic Plan, support the implementation and delivery of World Rugby's Training and Education programmes within the Region by developing and deploying a suitably qualified regional workforce of World Rugby Master Trainers, Trainers and Educators and to deliver a needs-based Regional Training Programme across World Rugby's Training Portfolio.			
Key Accountabilities:			
Regional Training & Education: Undertake an annual Regional needs analysis and develop the Regional Training & Education Plan supported by the Training & Education Regional Development Grant and Training central budget Deliver and monitor progress of subsequent plan to maximise benefit to the region and report on progress on a quarterly basis Review Plan on a yearly basis to drive improvement for future.			
Union Needs Analysis: Undertake an annual Training & Education needs analysis for each of the Member Unions of the Region and provide assistance in the development of their Training & Education development plan including recommendations for their Development Grant Monitor and report on progress on above plans on a quarterly basis and provide support where appropriate.			
Workforce: Recruit, train, deploy and quality assure a Regional Workforce of World Rugby Master Trainers, Trainers and Educators across the four strands of Coaching/Match Officiating/Strength & Conditioning and Medical Education Work with Unions to develop their workforce development model to enable self-sufficiency in delivery at Level 1 and Level 2 where appropriate Assist Region and Member Unions to maximise funding support from Olympic Solidarity.			

Assist in the training and development of a regional delivery workforce for the following programmes:

- Artificial Turf
- Get into Rugby
- Leading Rugby
- Anti-doping

World Rugby Training Team:

Support the development, continued validity, promotion and delivery of World Rugby Training & Education Programmes through attendance at Regional Training Managers meetings and conferences as arranged by World Rugby.

Resource Development:

Support the development of World Rugby Training & Education Resources through attendance at Resource Development meetings as arranged by World Rugby, contributing when requested to learning programme and resource design and development.

Others:

To undertake any other duties as appropriate, within their competence, as required by the Region or World Rugby on approval from World Rugby. This may include but not be limited to:

- Assistance in the support and development of coaches/match officials as identified from High Performance programmes such as TOP.

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Key Dimensions:	
Number and Level of staff:	No direct reports Training, deployment and management remit for Master Trainers, Trainers and Educators working in delivery of Training and Education programmes within allocated Region and Member Unions
Financial Responsibility:	Working within programme budget as directed by World Rugby Training Manager Monitoring of Training and Education Development Grant Budgets in conjunction with Regional Rugby Services Manager
Physical Resource Responsibility:	Regional Training and Education equipment including IT resources used for programme delivery
Working Environment:	Split between office and field, regular international travel. Frequent work away from home requiring overnight stays for periods of time ranging from 1-10 days
Physical aspects of role:	Office and field based educational work – including on field assessment, classroom delivery, and workforce training
Impact on public image, business success & viability	Direct impact on public image dealing with Regional and Member Union stakeholders Direct impact on public image dealing with key partners from other Regions, Member Unions, other sports, and Olympic Federations Direct impact on business success and viability with above stakeholders through development of key relations, and delivery / support of programmes Directly impact on raising the quality and quantity of Trainers/Educators/ Coaches / Match Officials/Medics within Regions and globally
Key Internal and External Contacts:	
- World Rugby Training Manager - Regional Committee Members and Staff - World Rugby Technical Services and Regional Staff - Technical Services Administrator - Regional Trainer and Educator workforce	
Authorities and Limitations:	
- Post holder responsible for delivering regional programmes – this will require flexibility including out of normal office hour working including regular evening and weekend work and frequent travel - Post holder responsible for delivery of allocated specific projects and has authority to plan, develop and implement programmes within agreed budget - Authority in deployment of Trainer and Educator workforce in delivery of programmes – accountability to ensure courses are staffed accordingly - Authority in resource development to support national programmes and allocated projects	

Problem Solving Skills Required:
• delivery of global programmes regionally to differing client basis • deployment of workforce in the delivery of programme • delivery of allocated project based work • finding solutions for short, medium and long term issues

Person Specification		
Factor	Essential	Desirable
Qualifications and Attainments:	• World Rugby Trainer • World Rugby Educator	• World Rugby Master Trainer • World Academy of Sport Trainer
Knowledge and Experience:	• Knowledge of current coach/MO/Medical/S&C development programmes and experience in delivery of World Rugby Training & Education Programmes • Knowledge of World Rugby Anti-Doping programmes • Knowledge of World Rugby One Turf requirements • Track record of successfully delivering strategic initiatives/projects • Experience of working productively in partnership with various stakeholders • Knowledge & understanding of World Rugby's Strategic Plan • Experience of working productively with volunteers, Union and Regional Staff • A thorough knowledge and understanding of Workforce Development principles • A thorough knowledge, understanding and of LTPD principles • IT skills & experience • Confident in presenting to all levels of audience • Experience in providing specialist / technical advice to others • Resource Development Experience	• Training or Teaching experience • Knowledge of roles and responsibilities of a Member Union and Region • Project management experience
Competencies:	• Effective Communication • Facilitating Change • Planning and Organising • Team working	

	• Leading Others • Flexibility • Personal Accountability	
Additional Requirements:	• Ability to undertake flexible working hours and frequent travel	