



TABLE TENNIS ENGLAND RECRUITMENT PACK
HEAD OF TABLE TENNIS DEVELOPMENT



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WELCOME

Thank you for your interest in joining the team at Table Tennis England.



Table tennis is going from strength to strength with more than 450,000 people playing regularly. A reset of the organisation's strategy sets out an exciting journey of growth and transformation led by an aligned Board, Senior Leadership Team, and operational team who are laser focused to implement this transition.

Our new strategy will be underpinned by ensuring our commitment to ensure our sport is open to all, no matter the role or activity. Together with our members, and in partnership with wider sectors, we aim to make the most of every opportunity and tackle the areas which provide a challenge.

We stand at a moment of inspirational change; there could not be a more exciting time to be part of Table Tennis England.

You can read more about Table Tennis England, and the role of 'Head of Table Tennis Development' in this pack. We want to be clear

about the role, and the skills and experience we are looking for and this pack is designed to help you understand more.

We are happy to answer any questions you may have and the very best of luck with your application. Thank you again for your interest.

A handwritten signature in black ink, which appears to read 'Adrian Christy'.

Adrian Christy
Chief Executive



ABOUT US

Table Tennis England is a company limited by guarantee. We are the National Governing Body for table tennis in England, affiliated to and recognised by the International Table Tennis Federation and the European Table Tennis Union.

Its vision is that 'Everybody is talking about table tennis' and aspires to be recognised as a world leading National Governing Body, delivering a diverse and dynamic sport that transforms lives, connects communities, achieves excellence, increases participation, and inspires medal-winning performances.

Table Tennis England is a Sport England System Partner, receiving £9,068,000 for the period 2022-2027 to deliver against the Sport England Uniting the Movement strategy.

Through a separate Lead Home Nation Contract, Table Tennis England is also appointed by Great Britain Table Tennis to lead the operational delivery of the GB Performance Programme which is solely focused on preparing athletes to represent Great Britain at the Olympic Games. Great Britain Table Tennis is a 'Progression' partner and receives £1.35m from UK Sport for the Paris 2024 Olympic cycle.

The Board comprises 12 Directors: the Chair, Chief Executive, four Elected Directors, and six Appointed Directors. The Board is responsible for

managing the business of Table Tennis England, working collaboratively with our members, the wider table tennis family, and a broad range of partners, including Sport England and UK Sport.

Our business focuses primarily on providing services to our members, strategy, governance, finance, risk, stakeholders, and the oversight of the executive team which is led by the Chief Executive.

Table Tennis England is seeking to strengthen its team with an exceptional individual with a proven track record in sports development; a person with the passion, skills and experience to compliment those within the organisation and who can demonstrate a strong commitment to the delivery of excellence and quality.

As a diverse sport, it is important Table Tennis England has a diverse workforce, and each member of the team brings a range of skills, knowledge, and experience from different backgrounds.

THE ROLE

ROLE PURPOSE:

To provide strategic direction, management, and leadership, with the overall responsibility for delivery of the table tennis sports development system ensuring all participation activity has a clear purpose to attract, retain and develop people of all ages and abilities, and from any background or community.

THE OPPORTUNITY:

The Head of Table Tennis Development is a key, and influential, role within Table Tennis England and presents a fantastic opportunity for the successful candidate to develop their profile and reputation across the British sport system.

You will be responsible and accountable for contributing to the construction and execution of the organisation's strategy and direction, developing objectives and business plans, setting the pace for action, and specifically providing strategic leadership to all areas of the organisation related to participation and growth. Additionally, you will work hand-in-glove with the Performance Development team who will lead strategies for pathway development and coach development; this work to be seamlessly integrated across the work of the Area Delivery Teams.

The postholder will be encouraged to reimagine the growth and development of table tennis in England, by being creative in how we reach, engage, and retain participants from diverse communities. Recognising the continued shift in the way consumers expect to be communicated to, and the level of service that they expect, now forces us to think more broadly about how we reach and engage participants to ensure that table tennis remains relevant and a natural choice for people in the future.



THE ROLE

KEY DELIVERABLES:

As a senior leader in Table Tennis England, you will be responsible and accountable for owning and leading the successful development, implementation and review of Table Tennis England's participation and competition strategies which include forging strong partnerships with a range of third-party stakeholders to embed our plans into their operation.

You will be responsible, and accountable, for producing and driving the achievement of these key objectives:

- Planning, co-ordination, leadership, and delivery of an integrated approach to outstanding sports development and participation, club development, coach development, technical officials development, volunteering and competitions and the seamless integration with the Performance Development team
- Strategic direction of the Area Teams ensuring the development and execution of locally owned strategies and their alignment to the national objectives. Using existing data, and building further insight, you will oversee a strategy that enables support to be focused where it is needed most
- A 'competition for all' strategy which enables any player of any ability, of any age and any background, to enter competitions and tournaments. Working with the competition team, you will encourage creativity in reimagining how our competition calendar can reach and engage more participants and drive significant growth in this area
- Oversee the management and delivery of the local and national competition calendar, supporting the objectives to increase the visibility of table tennis and engagement with a greater audience
- Work hand in glove with the Performance Development Team to create and maintain relationships to drive world class Pathway Programmes from grass roots to medals by establishing a network of Performance Development Centres that underpin the national training environment
- Ensure the objectives of the [Level the Table](#) strategy are embedded into locally owned strategies, with an emphasis on the organisation wide objective to achieve gender parity
- Keep under regular review the range of Table Tennis England participation programmes, ensuring they continue to engage and retain delivery partners and participants, particularly those from priority groups
- Ensure a positive, effective, engaged and valued culture internally, and externally, with staff, volunteers, and partners, within the scope of the role
- Coach, inspire and lead across all elements of the team, regularly reviewing and managing performance to ensure KPIs are established, and targets are achieved
- Review the current evidence base and research which has led to Table Tennis England's approach to people taking part in our sport to date.
- Work with the Engagement team to undertake further research focused on drawing out the full scale of the opportunity to grow table tennis.
- Win hearts and minds and form effective coalitions amongst diverse and multiple partners, funders and stakeholders - including sports organisations, government departments, corporate partners, clubs and volunteers, ensuring that Table Tennis England derives maximum benefit from these to support its strategic objectives.
- Lead the development of major funding bids (e.g. to Sport England) to access the resources necessary to deliver across the Table Tennis Development departments functions and in partnership with the Insight Team, provide the relevant and required monitoring, evaluating and learning as requested internally and externally.
- Maintain excellent relationships with key partners, funders and stakeholders, identifying forthcoming policies, approaches and trends and ensuring that Table Tennis England derives maximum benefit from these to support its strategic objectives.
- Oversee the support to Table Tennis England clubs, leagues, areas and our local workforce ensuring they receive support to enable them to develop and grow.
- Providing leadership across all work areas within the scope of the role, supporting the staff team to achieve agreed objectives and KPIs, within budget, on time and to the required standard.
- Be an active contributor to the Senior Leadership Team, demonstrating the ability to focus on the objectives of the Table Tennis Development department but understanding and playing your part in the wider objectives of Table Tennis England.

PERSON SPECIFICATION

SKILLS:

ESSENTIAL OR DESIRABLE

Exceptional interpersonal and leadership skills with a proven ability to effectively coach, influence, delegate and persuade at all levels of the organisation.	E
Proven strategy planning, development and implementation skills.	E
Good IT skills, proficient in the use of One Drive, Microsoft Office Word, Excel, Outlook, PowerPoint, Teams.	E
Ability to resolve complex problems, using innovative and efficient approaches.	E
Excellent project management skills, with a proven ability to coordinate people from multiple directorates into cross functional working groups.	E
Comprehensive financial management and budgetary skills.	E
Strong networking skills with the ability to form relationships with a variety of internal and external partners.	E
Strong presentation delivery skills with experience of presenting to large groups of internal and external stakeholders	E
Proven ability to influence key stakeholders positively and progressively at all levels.	E
Ability to inclusively lead, inspire, and integrate diverse teams including clear target setting, performance management, mentoring, continuous development, and evaluation.	E
A smart thinker who is not afraid to positively 'disrupt'; someone who is creative with the ability to reimagine.	E
Ability to have a laser focus on the objectives of the team while also contributing to the wider ambitions of the organisation.	E

KNOWLEDGE:

Knowledge and understanding of the structure and funding of British sport.	E
Knowledge of the workings of Sports Governing Bodies and how Boards and Committee structures operate.	E
Extensive knowledge of sports development and the pathways from school sport to the pathway environment.	E
Knowledge of table tennis.	D

PERSON SPECIFICATION

EXPERIENCE:

ESSENTIAL OR DESIRABLE

Experience of working at a senior level, preferably within the sport sector.	E
Experience of influencing externally with stakeholders at a senior level, and internally at board level.	E
Experience of delivering significant transformational change projects.	E
Experience of identifying funding opportunities, attracting sources of funding, and preparing and developing successful funding bids.	E
Experience of working within a membership organisation.	D

APPROACH:

Inclusive and inspirational approach to quality, continuous improvement, teamwork, and performance management.	E
Appreciation of the importance of political relations.	E
Team player with proven and effective commitment to continuously encouraging greater inclusion at all levels.	E
Ability to exercise sound judgement, with a high level of integrity.	E
Ability to make decisions based on accurate and timely information and analysis.	E
Flexible and adaptable, with proven abilities of working under pressure.	E
Flexibility to travel nationally with overnight stays and potentially weekend work.	E
Flexibility to travel internationally occasionally with overnight stays.	D
Well organised with a consistent delivery of work and at times, working to multiple deadlines.	E

QUALIFICATIONS:

Demonstrable commitment to continuous professional development.	E
Graduate level educational background, or equivalent.	D
Hold a full, valid driving licence.	D



HOW TO APPLY

YOUR APPLICATION

If this exciting position appeals to you, you should submit:

- 1 An up-to-date CV which shows your full career history – we recommend that this is no longer than two pages, however, please ensure you represent your skills, experiences, and achievements
- 2 A covering letter detailing what you think you can bring to the role and why it appeals to you – we recommend that this is no longer than two pages
- 3 Indicate if you cannot attend any date during the period set aside for interviews.

Please send your CV and covering letter to Kit Taylor, by email, to – tabletennisengland@psdgroup.com

Closing date – applications should be received by 17:00 Friday 7 October 2022.

Table Tennis England is committed to becoming a more diverse and inclusive organisation to bring new and different perspectives to our work. So that we can more closely reflect UK society, we particularly encourage applications from individuals within groups which are currently underrepresented within our organisation, most specifically



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