

TABLE TENNIS ENGLAND ROLE DESCRIPTION & PERSON SPECIFICATION

COUNTY CHAMPIONSHIPS COMMITTEE - CHAIR

Status: Volunteer

Department: Competitions & Events – County Championships

Responsible to: Head of Competition & Events

ROLE SUMMARY

The County Championships Committee oversees the delivery of the County Championships competition.

We are seeking a Chair of the [County Championships Committee](#). The Chair will lead the day-to-day activity of the Committee, act as first point of contact for member queries and with Table Tennis England staff, and assign tasks and responsibilities in furtherance of the general objectives of the committee to the other committee members.

Day-to-day Committee business is ongoing through each year, will be carried out via email, and represents a significant commitment.

Committee members will have a tenure of 2 years per term. Committee members shall be entitled to claim from Table Tennis England such out of pocket expenses as are legitimately incurred in furtherance of agreed committee business, in line with the Table Tennis England volunteer expenses policy.

The Chair will not hold staff management responsibility, or delegated financial authority.

For further information on the County Championships, please visit the [Table Tennis England website](#)

KEY SKILLS AND EXPERIENCE

Experience

- Previously chaired a national committee, or fulfilled a similar leadership role
- First-hand and contemporary experience of County Championships competition
- A detailed knowledge of table tennis competition
- A detailed knowledge of the Table Tennis England competition structure and calendar
- A detailed knowledge of the Table Tennis England regulations
- Operational application of complex regulations

Skills

- Organised, detailed and IT-literate
- Impartial and consistent
- The ability to work within a team
- Good communication and interpersonal skills
- A passion for sport and the benefits it brings

Applicants must be a current member of Table Tennis England.

All members of the committee shall adhere to the Nolan principles of Selflessness, Integrity, Objectivity, Accountability, Openness, Honesty and Leadership.

We are an equal opportunities employer and encourage applications from all suitably qualified persons regardless of their race, sex, disability, religion/belief, sexual orientation or age. We particularly encourage applications from individuals from black and minority ethnic groups and/or with a disability for this role.

To discuss the role and the commitment in the first instance, please contact Neil Rogers, Head of Competitions & Events neil.rogers@tabletennisengland.co.uk

To apply for the role, please submit a CV and covering letter detailing the following information:

- your relevant skills and experience
- your motivations
- an understanding of your capacity to fulfil the ongoing day-to-day commitments of the role
- any relevant conflicting interests (eg recent or current positions of responsibility within table tennis clubs/ leagues/ counties/ areas, TTE suppliers, sponsors or partners etc)

Applications should be submitted to Neil Rogers, Head of Competitions & Events neil.rogers@tabletennisengland.co.uk by 5pm on Sunday April 28.