



## **Domestic Rugby Manager (DRM) - Connacht Branch**

The IRFU are now inviting applications for the position of Domestic Rugby Manager (DRM) - Connacht Branch.

The successful candidate will be responsible for the implementation of the Provincial Rugby Development Strategy, which is in alignment with the IRFU's National Development Strategy.

This position is being offered on a 3 year fixed-term, full time basis and will be based in Connacht Branch, Galway. To apply, please email your CV and a cover letter of no longer than 1 page to Linda Murphy, HR Business Partner at [recruitment@irfu.ie](mailto:recruitment@irfu.ie).

Please note that the closing date for applications is strictly 2pm Monday 22<sup>nd</sup> May 2017, with interviews scheduled to take place on 29th May 2017.

For a full job description, please see below.

***The IRFU is an equal opportunities employer.***

### **JOB DESCRIPTION & RESPONSIBILITY STATEMENT**

- 1. POST TITLE:** Domestic Rugby Manager (DRM)
- 2. LOCATION:** Connacht Branch (Galway). Travel will be a necessity for the role.

#### **3. ROLE AND PURPOSE OF POSITION**

The DRM will be responsible for the implementation of the Provincial Rugby Development Strategy, which is in alignment with the IRFU's National Development Strategy.

The DRM will need to lead, plan and organise available resources to ensure Rugby in Connacht is both thriving (numbers) and vibrant (quality players, coaches, referee's) with rugby becoming the sport of choice for all ages.

#### **4. REPORTING RELATIONSHIPS**

**Operational:** Chief Executive Officer Connacht Rugby

**Functional:** Director of Rugby Development (Irish Rugby Football Union)

**Employer:** Irish Rugby Football Union

The post holder will also be required to build effective working relationships with the following:

- *Chair of the Connacht Club and Community Committee*
- *Connacht Branch Staff and Volunteers*
- *IRFU National Leads (incl. Head of Coach Development, Spirit Programme Manager, Age Grade Manager & IRFU Woman's Development Manager)*

## 5. QUALIFICATIONS AND EXPERIENCE

*See appendix*

## 6. MANAGES

The DRM will be required to manage a senior team of 3-4 direct reports and indirectly have responsibility for 15-25 staff.

Responsibility for the management of a large annual operational budget.

## 7. RESPONSIBILITIES

- i. Working closely with the Chair of the Connacht Club and Community Committee to deliver on Connacht Rugby's Vision of "*Grassroots to Green Shirts*" and the relevant key strategic priorities as set out in Connacht Rugby's Vision and Strategy 2016 -2020
- ii. Working with the IRFU Director of Rugby Development, the DRM will contribute and collaborate towards the strategic direction of rugby development in Ireland both provincially and nationally, along with fellow Provincial DRMs and IRFU National Leads
- iii. To work effectively with key stakeholders (IRFU, Connacht Branch, funding bodies, government & commercial) to increase the number of active participants (Female and Male) in all Rugby formats
- iv. Deliver sustainable and significant growth across all areas of the game both in terms of number of participants and number of teams playing
- v. With the Coach Development Manager, implement a plan to increase the quality and quantity of coaches at long term player development stage 1-5. This plan should also take into consideration the future needs of the clubs and ensure that each club has a coach succession plan in place
- vi. Ensure recruitment and development of referee's, coaches, volunteers and facilities to support this growth; Succession planning will be essential. Support growth in player numbers through the implementation of small sided games (contact and non-contact) which can be used for the recruitment and retention of players.
- vii. Work with clubs and schools to develop and implement active club development plans and ensure clubs and schools are compliant with relevant IRFU Policies (Safeguarding, Child Protection, anti-doping, etc..)
- viii. Engage with identified sources for additional resources to support rugby development (National and local Government sources)
- ix. Develop a strategy to build on the success of professional team by implementing initiatives to create a strong link between the grass roots and professional team
- x. Responsible for the delivery of the Connacht's annual Key Performance Level Indicators (KPI's) and monitoring this process in the Province. Requirement to regularly monitor the Connacht Rugby's performance and cascade this information as required to relevant stakeholders
- xi. Effective management of designated staff; create a staff environment which results in staff being branch ambassadors and have the appropriate insight, knowledge and training to advance rugby in Connacht.

## 8. PERFORMANCE MEASURES

i. Rugby Metrics

- Increasing the number of participants and teams playing rugby across the Province
- Increase the number of appropriately qualified referees and coaches
- Develop and sustain a dedicated network of trained volunteers with the sole purpose to ensure rugby development is continually increased in clubs, schools and 3<sup>rd</sup> level structures

ii. Business Metrics

- Champion the performance management process to ensure effective line ownership and implementation
- Develop and deliver all budgets in an effective, efficient and timely manner with the Provincial Treasurer
- Securing and growing revenue/resources from commercial and government sources
- Comprehensive reporting on projects and programmes and management of provincial programmes ensuring they are on-time and within budget

iii. Professional Approach

- Innovation: Contributes, promotes, and adopts new ideas and approaches to increase rugby development in the province
- Be a strategic influencer and change agent with a proven ability to involve several levels of the province to successfully meet the strategic objectives and targets.
- Full adherence to IT systems and tracking mechanisms must be rolled out to all clubs, schools and third level colleges.

This Job Description reflects the Director's assignment of essential functions: and nothing in this herein restricts the Director's right to assign or reassign duties and responsibilities to this job at any time.

## **\*APPENDIX - REQUIREMENTS FOR THE ROLE**

### **SKILLS**

- Excellent organisational ability and time management
- Ability to critically review performance processes
- Outstanding leadership, facilitation and problem-solving skills
- Ability & drive to grow rugby in the following areas - women's, college, high school, 7s, touch, socially deprived areas & under-represented sections of the community
- Excellent communicator (reading, writing and speaking) that can clarify complex issues in a concise manner
- Strong negotiating skills and ability to deal with conflict management
- Proficient Computer literacy (Excel, Word, PowerPoint)
- Financial management skills to ensure effectively managed budgets
- Ability to work alone and as part of a team

### **KNOWLEDGE**

- Fundamental understanding of Connacht club, school and provincial rugby game
- Knowledge and understanding of Irish Rugby must be succinct
- Applied technical knowledge of rugby including but not limited to long term player development model, rugby analysis and game development
- Excellent overall awareness of relevant regulatory requirements in a sporting environment
- A clear understanding of the needs of Club Volunteers
- Applied technical knowledge of rugby, which can be demonstrated in management decisions across coaching, refereeing and player development

### **QUALIFICATIONS**

- Degree or similar-level qualification in sports- or management-related discipline or evidence of the equivalent practical experience
- Driven by continual learning and development on the job and professionally
- Full Clean Driving Licence.

### **EXPERIENCE**

- 5 years demonstrated success in leading teams or driving transformation as evidenced by the achievement of required results and high employee engagement.
- Innovation: Proven ability to contribute, promote, and adopt new ideas and approaches.
- Proven track record in programme planning, development, implementation and monitoring in a comparable organisation or industry
- Manage the expectations of all stakeholders through transparent and proactive status reports and other communications
- Demonstrated success in identifying, initiating, and nurturing new or on-going business opportunities
- Experience of lobbying to achieve quantifiable gains in funding & policy. Experience of working with National Governing Bodies of sport
- Practical experience of analysing, developing and co-ordinating support services to Clubs

### **PERSONAL QUALITIES**

- Willingness to be highly flexible and adaptable to meeting requirements of the Province and the IRFU
- Ability to gain confidence, respect and trust of others throughout all levels of the Province and the IRFU

- Demonstrates analytic and strategic thinking: Identifies issues and practical recommendations through sound analysis and application of business and technical acumen.
- Be proactive and able to drive forward momentum, and get things done with little to no guidance or supervision
- Demonstrable leadership abilities in changing, ambiguous and challenging situations
- Ability to work within a team environment
- Continued willingness to seek and personal development opportunities. Must be avid learner
- Energetic personality - resilient, results focused and flexible in approach to unfamiliar/changing situations

#### **DESIRABLE**

- Project management skills (lead and support roles)
- Knowledge of the developmental pathways for rugby players
- Knowledge of specific preparation needs of players and coaches
- Knowledge of the Irish sporting agencies' structures and services
- Full Coaching qualifications (IRFU or equivalent)
- Practical experience of working in a sports development and Club Development
- High-level sports industry experience as a player, coach or administrator
- Experience of working within a sports organisation
- Competition experience as a coach, educator, player or support staff member