



Job Description

Chief Executive Officer Table Tennis Ireland

Table Tennis Ireland is the National Governing Body (NGB) for the sport of table tennis in Ireland and is officially recognised as such by Sport Ireland. It is made up of a voluntary board elected at the AGM.

We are an all-Ireland body encompassing the 32 counties with the four Regional Provinces being responsible for organising Leagues and Competitions.

The current strategic ambition of Table Tennis Ireland is as follows:

- Modernise, professionalise and suitably resource Table Tennis Ireland (NGB) to drive and grow the sport to be relevant in a diverse and inclusive island of Ireland
- Understand the business of table tennis and strengthen our clubs to become vibrant, well-utilised facilities catering for all ages to secure the future of our sport
- Position and market table tennis as a healthy choice for all genders and all age groups which seamlessly fits into a modern Irish lifestyle
- Establish a national centre of excellence which can host major international table tennis events.

We are now in a position to appoint a CEO to run the organisation on a day-to-day basis.

The Position

As Chief Executive Officer, you will lead the organisation and be responsible for overseeing the day-to-day management of Table Tennis Ireland. You will be accountable to the Board, as you drive the organisation forward by implementing the current Strategic Plan.

As CEO, you will be expected to understand member's needs, while having the ability to manage a complex portfolio of organisational responsibilities, including commercial and strategic priorities, operational effectiveness, stakeholder management, communications, and financial/governance controls.

To be considered for this role you will need to be a strong leader, with excellent stakeholder management capabilities.

Key Responsibilities

Leadership / Strategic Planning

- Mentor and interact with members of staff and volunteers to foster growth and encourage development.

- Develop the values of Table Tennis Ireland and lead by example by delivering objectives through inclusivity, integrity, respect, the pursuits of excellence and teamwork.
- Represent Table Tennis Ireland and the table tennis community, nationally and internationally, in a responsible manner in line with the organisation's values.
- Maintain and develop best practice management and governance protocols.
- Work proactively and respectfully with all the organisation's key stakeholders to deliver the goals of the Strategic Plan.

Stakeholder management

- Create an environment where excellent relationships with all stakeholders are maintained and nourished.
- Ensure an inclusive environment, with consultation and dialogue at its core, is a key priority for the organisation.
- Actively engage with the table tennis community in creating an open dialogue.
- Actively engage with Clubs and Volunteers to increase membership.

Financial/Governance/Risk Management

- Ensure all Table Tennis Ireland's risk management systems and policies are appropriate, current and applied.
- Ensure the successful ongoing operation and resourcing of Board Committees and volunteer led working groups are in line with Board policies.
- Manage the financial dealings of the organisation in a prudent manner in line with Board oversight.
- Ensure Table Tennis Ireland is at the forefront of best practice in all Governance matters and in full compliance with statutory frameworks with full Board engagement.
- Continue to actively explore and drive existing and new revenue streams outside of statutory funding vehicles.

Commercial, Marketing and Communications

- Manage commercial and sponsor relationships to maximise revenue certainty by building long-term partnerships.
- Identify new programmes and other innovative opportunities to expand the revenue base.
- Ensure that marketing and communications activities are structured to strengthen the reputation of Table Tennis Ireland and that of the sport.
- Assume the role of primary spokesperson for Table Tennis Ireland with board oversight.

- Promote Table Tennis Ireland through appropriate marketing channels.

Experience Requirements

Table Tennis Ireland would like candidates to demonstrate a range of skills, experience and traits which will help them be successful in this role, these include:

Essential:

- Strategic experience in a similar field, ideally in the sporting or not-for profit sectors.
- Senior management or executive experience in a challenging environment.
- Experience managing budgets and capital investment projects.
- Experience of managing and motivating a team.
- Visionary thinker with the ability to facilitate and lead change.
- Strong, yet inclusive management and leadership style, with the ability to effectively build relationships with a wide variety of table tennis enthusiasts, volunteers, professionals, governing bodies and other stakeholders.
- A passion for excellence while maintaining impeccable standards of integrity, both organisationally and personally.
- Experience of building relationships and collaborating effectively with multiple organisations and stakeholders to deliver mutually beneficial outcomes.
- A leader who values diversity and inclusion at all levels.
- A confident spokesperson when representing our organisation, an ability to demonstrate previous experience in doing so with stakeholders, commercial partners, media and others.
- Experience managing social media.
- Experience working with various public & private sector stakeholders in the sporting sector in Ireland or internationally.
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Desirable:

- An analytical, numerate and disciplined thinker, who can think complex issues through and develop effective solutions in a timely manner.
- Educated to degree level, preferably in Sports Management or a related discipline

Remuneration and Location

- Package: The package will be commensurate with qualifications and experience, reflective of the not for profit/sports sector.
- Position Tenure: Permanent
- Hours per week: (Full-time) - This position will require, at times, irregular and unsocial hours. As such flexible working arrangements are available.
- Physical Location: Table Tennis Ireland, Sport HQ, National Sports Campus, Blanchardstown, Dublin 15

How to apply:

To apply please send your CV and cover letter outlining why you are suitable for this position to chris@aximul.com by 5pm on **Wednesday 4th October 2023**.

Table Tennis Ireland is an equal opportunity employer, celebrating diversity and championing inclusivity. If you require any reasonable accommodations to assist you in participating in the employee selection process, please simply let us know. We heartily encourage all interested parties to apply.