

1 x Independent Member

Paddle UK Canoe Sprint & Paracanoe International Panel

Thank you for considering coming to volunteer with us at Paddle UK. We hope this pack provides you with all the information needed to help you decide whether to apply. Before you get into the detail though, here are some headlines:

Salary: This is a voluntary role, however Paddle UK will cover reasonable travel and other expenses

Location: Most meetings will be held virtually, with some held in person at the National Watersports Centre, Holme Pierrepont, Nottingham.

Responsible to: The Board of Paddle UK

Term: Initial four-year term, with a maximum of two terms

Paddle UK

Paddle UK is the United Kingdom's Governing Body for the sport and recreation of canoeing, kayaking and stand up paddling. This is an exciting time to join Paddle UK, as we have made great progress in delivering Stronger Together – an exciting and ambitious strategy for Paddlesport in the UK.

We are based in modern offices at the National Water Sports Centre in the Holme Pierrepont Country Park, Nottingham. In addition, we also operate a High Performance Centre at the 2012 Olympic site in Lee Valley.

Nottingham - National Watersports Centre Lee Valley - White Water Centre



Our Values and Behaviours

Our Values and Behaviours are important to us as they help to guide our decision making in our day to day work. They are at the centre of everything that we do and how we treat each other. By demonstrating the behaviours that underpin our values we are all working to be the best we can be and helping to further improve our culture.

Every Person Matters Making time to listen and understand others Supporting people to grow and develop Treating others as we ourselves wish to be treated. Respecting diversity and being inclusive	Striving for Excellence Learning from our mistakes Being open-minded and embracing new ideas Seeking new ways and looking to constantly improve Producing high quality, accurate work
Always with Integrity Doing what we say we are going to do Respecting our environment Being open and honest Being consistent and fair in our messaging	Enjoying the Journey Celebrating success as a team Taking a friendly, enthusiastic approach. Taking time to switch off and refresh Setting realistic targets
Individually Committed Working proactively and taking the initiative Being punctual and ready Being focused on our work Having our own clear objectives and development plan	Stronger Together Working towards a common goal Sharing our knowledge and expertise Sharing the load and working as a team Respecting the priorities of others

Role of the International Panel

Paddle UK's International Panel has been established to ensure robust and transparent selection of athletes to GBR teams. The International Panel's role is to:

- Support the agreed Paddle UK performance strategy and strategic medal objectives;
- Influence, scrutinise and approve selection policies for all GBR Teams in Canoe Sprint and Paracanoe;
- Select GBR international teams in Canoe Sprint and Paracanoe in accordance with the relevant selection policies; and
- Ensure effective communication around selection policy development and decisions.

Key Responsibilities

The International Panel's key responsibilities are to:

- Annually approve and recommend to the Paddle UK Board clear selection policies for all Paracanoe and Senior, Under 23 and Junior Sprint Canoe Great Britain representative teams.
- Support the development of selection policies annually, ensuring they:
 - are aligned to performance strategy;
 - are clear, transparent and embed excellent governance;
 - take into account learnings from past policies, decisions and appeal outcomes;
 - are subject to open consultation and take into account all feedback provided;
 - embed all relevant Paddle UK policies and procedures, particularly in relation to conduct; and

- are published in a timely manner;
- Apply approved selection policies to select athletes, ensuring robust consideration of all relevant performance and performance related information and clear and transparent communication of decisions.
- Provide feedback to the Paddle UK Board where required to determine how best Paddle UK should effectively and proactively respond to policies and strategies from the IOC/IPC, ICF and ECA.

Person Specification

We are looking for candidates with skills in the following areas:

- Knowledge of, or experience of, Sprint and/or Paracanoe sport;
- Whilst not essential, it would be helpful for candidate to have had experience in the development and implementation of selection policies in sport;
- An understanding of the role and responsibilities of a National Governing Body;
- An understanding of the barriers that under-represented groups may face in relation to selection;
- Excellent attention to detail;
- An ability to analyse performance data;
- An ability to provide constructive feedback, both to the organisation and to others within the group;
- Creative with solutions and suggestions;

Personal Qualities:

- Highly developed sense of personal integrity, fairness and independence;
- Able to respond positively to challenge;
- Flexible, adaptable and able to meet changing priorities associated with the role.

Further Information

We understand the importance of different voices, experiences, perspectives and backgrounds within all employed and volunteer workforces and are working to build an inclusive environment for everyone. Our volunteer workforce is no different and we strongly encourage a diverse range of applications from members of all backgrounds. We particularly welcome applications from women, candidates from a diverse ethnic background or those with lived experience of disability or para sport as they are currently under-represented on the International Panel.

If you have a disability and would prefer to apply in a different format or would like us to make reasonable adjustments to enable you to apply or attend an interview, please contact us.

How to Apply

If you wish to apply for this role, please send your CV and cover letter for the attention of Keir Worth to keir.worth@paddleuk.org.uk by **5.00pm on Tuesday 30th April**.

Your cover letter should state:

- Your reasons for applying;
- What you think you would bring to Paddle UK and the Independent Panel, with specific reference to the role details; and

An explanation of how you meet the definition of 'independent member'.

Interview Date: TBC (virtual)

We reserve the right to close this advertisement early if we receive a high volume of suitable applications. Therefore, if you are interested in this role, we would encourage you to submit your application as early as possible.

"We are committed to safeguarding and promoting the welfare of everyone taking part in our sport, including children and young people, and expect the same commitment from all staff and volunteers."

