

Job Description

Job Title:	Chief Executive (CEO)
Reports to:	Chair
Office location:	Sports Training Village, University of Bath
Salary:	£70,000 - £90,000 base + benefits
Contract Type:	Permanent. Full-time, part-time, or reduced hours contract.

Purpose

The Chief Executive will be responsible for the delivery and implementation of the strategic plan, through clear and decisive leadership and sound business judgement to ensure the overall success, growth and business efficiency of Pentathlon GB.

Key Priorities

Overall Leadership & Strategy

- Review, develop, and drive strategy in conjunction with the Board ensuring Pentathlon GB sets the right objectives, selects the right strategies and allocates the appropriate resources to achieve its plans and goals.
- Oversee the development and implementation of the talent strategy and performance plan, including management of the world class performance programme, by providing the appropriate leadership and support for the performance team.
- Build commercial revenue to underpin continued investment, success, and development of the sport.
- Ensure the organisation's financial health through robust forecasting, budgeting, and strategic financial management.
- Provide experienced leadership of the team, including management of direct reports.
- Ensure that PGB has in place strong business planning and risk management systems that facilitate the delivery of strategic plans.
- Develop Pentathlon GB's portfolio of events to drive maximum public engagement and profile for the sport, working in close partnership with the UIPM, UK Sport, University of Bath and other key partners as required.

Culture

- Define, articulate, and role model the organisational culture and values, ensuring they are embedded throughout the organisation.
- Establish, and manage, a high performing team focused on the organisation's vision and strategic goals.
- Ensure that Pentathlon GB is an inclusive sport, and that inclusivity, equality and diversity is reflected in every aspect of Pentathlon GB's work.

Governance

- Working with the Chair and the Board, ensure that Pentathlon GB exhibits strong effective governance, including appropriate management of public funds and compliance with the Code for Sports Governance.
- Ensure continued adherence to robust governance processes to demonstrate Pentathlon GB's corporate and financial integrity to stakeholders, members, and funding partners.
- Identify risks and ensure appropriate strategies are in place to address them.

Stakeholder Management

- Maintain and strengthen the strong relationships with national partners including UK Sport, Sport England, British Olympic Association.
- Lead the preparation and submission of high-quality funding applications to maximise investment into the sport.
- Sustain and build further the strong relationships with the UIPM to ensure that Pentathlon GB plays its full part in supporting their work and vice versa.
- Act as the Accountable Officer for all organisational funding.

The Candidate

Applications are invited from candidates who demonstrate the following key skills, behaviours, and experience:

Essential criteria

- An accomplished senior level executive with demonstrable experience of motivating, leading, and managing an organisation through a transitional period and building stability
- Extensive experience of working with UK Sport, Sport England, and/or similar organisations.
- A strategic planner, with vision and ambition.
- An inspirational, inclusive and collaborative leader with a passion for sport.
- The skill, ability and experience to continually develop members of the team in a high performing organisation.

THE MODERN PENTATHLON ASSOCIATION OF GREAT BRITAIN LTD (PENTATHLON GB)

Registered Office: Pentathlon GB, Sport Training Village, University of Bath, Claverton Down, Bath BA2 7AY England

Email: admin@pentathlongb.org Web: www.pentathlongb.org

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- Commercially astute with a comprehensive understanding of sponsorship and how to develop a strategy to enhance the partnerships potential for the organisation.
- A strong understanding of producing funding applications and maximising public funding for the sport.
- Strong project management skills and excellent financial awareness, with a proven ability to control budgets and forecasts
- A deep understanding of the importance of good governance within an organisation and the experience of having managed its delivery
- Ability to drive change to take the sport through a new era, while taking the broader membership and stakeholders with you through considered consultation and communication.
- Ability to promote, embed and advance equality, diversity and inclusion throughout the organisation
- Experience of developing a brand and a good understanding of how digital transformation can enable efficiencies and generate commercial opportunities

Desirable criteria

- Candidates will not necessarily have knowledge and experience of modern pentathlon but will be able to demonstrate strong experience in the other areas outlined above.
- NGB or sport sector experience with a good knowledge of typical priorities within a National Governing Body.
- Experience of the voluntary sector.

This job description is not to be regarded as exclusive or exhaustive. It is intended as an outline indication of the areas of activity and may be amended considering the changing needs of the organisation.

Pentathlon GB recognises the positive value of diversity, promotes equality and challenges discrimination. We welcome and encourage job applications from people of all backgrounds, particularly where we are under-represented, currently, this includes disabled people and those from culturally diverse communities.