

JOB DESCRIPTION

Job/Role Title: **Olympic Equipment Manager**

Reporting to: **TECHNICAL AND OFFSHORE DIRECTOR**

Role summary

Main responsibilities:

The Olympic Equipment Manager is responsible for the application of quality standards, regulations and procedures which ensure the integrity of our sport at the Olympic level, specially focused on servicing Olympic classes and auditing their manufacturers.

Key Responsibilities

- Manage the Quality Control programmes for Olympic Equipment,
- Perform equipment and documentation reviews at manufacturing sites internationally, Manage and update building specifications and construction manuals.
- Implement and manage reporting methods for manufacturers to monitor production, certification and tracking of equipment,
- Liaise with World Sailing Olympic Classes and International Measurers regarding rules, regulations and associated equipment control processes and develop measurement protocols,
- Assist the Technical Committee in the preparations towards the Olympic Games and manage the auditing, selection and allocation of Supplied Equipment and equipment provided by the Organising Authority (tracker/camera mounts and branding of equipment),
- Manage the licensing and contracts with Olympic Equipment manufacturers and the implementation of the Olympic Equipment Policy by the Olympic classes,
- Manage Olympic Equipment selection process, tenders, sea-trials and re-evaluations,
- Manage Class Rules Changes for Olympic Classes,
- Monitor and promote World Sailing's 2030 Sustainability Agenda commitments among Olympic Classes and their manufacturers,
- Provide support to the following;
 - Equipment Committee
 - Equipment Rules Sub-Committee
 - Olympic Classes Sub-Committee

Knowledge and Technical Skills

Knowledge:

- Knowledge of sailing's equipment key performance factors.
- Knowledge of equipment manufacturing processes and materials.
- Quality control procedures and tools.
- Knowledge of the Equipment Rules of Sailing, Racing Rules of Sailing and World Sailing Regulations.
- Experience around sailing events.

Skills:

- Previous involvement in sailing through any technical capacity. (i.e. coaching, naval architecture, performance optimization, manufacture, measurement)
- Excellent written and verbal English language skills.
- Excellent interpersonal skills.
- High computer literacy and database management experience.
- Good communication ability, both verbal and in writing (technical and non-technical)
- Interest and involvement in the sport of sailing.
- Completely comfortable working irregular hours and traveling internationally.
- Ambitious with a 'can do' attitude.
- Organized, methodical and thorough individual.
- Constant improvement driven.
- A willingness to learn new skills and develop existing competencies.
- Second international language encouraged.

Relationships & Interfaces

Strategic reporting to:

- Technical and Offshore Director

Support & Guidance to:

- Equipment Manufacturers
- International Measurers and Event equipment inspectors
- World Sailing Olympic Classes
- World Sailing Committees (listed above)
- World Sailing staff

Travel and Other requirements

Flexibility to work irregular hours and traveling internationally.

December 2021