

TUK JOB DESCRIPTION

TCHOUKBALL UK CHIEF EXECUTIVE OFFICER

Organisational Details

Job Title:	Chief Executive Officer
Responsible to:	Tchoukball UK Board of Directors
Remuneration:	Voluntary (with reasonable expenses)

About Tchoukball UK

Tchoukball UK (TUK) is the National Governing Body for the sport of tchoukball in the United Kingdom. We are responsible for leading the promotion, development, and governance of the sport nationwide, from grassroots participation to elite performance. Our remit includes organising national competitions, overseeing coach and referee education, providing player pathways, and representing the UK within the international tchoukball community.

We are driven by a vision to make tchoukball a recognised, thriving, and celebrated part of the UK's sporting landscape. Built on the values of respect, collaboration, and fair play, tchoukball is a fast-paced, non-contact sport that welcomes players of all ages, abilities, and backgrounds. Our work is underpinned by a committed volunteer network and strengthened through partnerships with schools, community clubs, and sporting bodies.

Through innovation, strategic growth, and a commitment to inclusivity, we aim to inspire participation, support our athletes, coaches, and officials to reach their potential, and ensure the sport is accessible, enjoyable, and safe for all. TUK is an organisation with ambition — ready to lead the way in demonstrating how sport can unite and inspire communities across the UK.

Description of the Role

As Chief Executive Officer (CEO), you will provide strategic and operational leadership to Tchoukball UK, ensuring the organisation delivers on its vision, mission, and objectives. You will lead the implementation of Tchoukball UK's strategy, translating our long-term vision into clear, measurable outcomes. The CEO manages the Senior Executive Team (SET), ensuring that strategic priorities are delivered effectively and that operational plans are aligned with our growth.

You will work in close partnership with the Board of Directors, Sport England, our volunteers, and key stakeholders to grow participation, strengthen pathways from grassroots to elite performance, and raise the profile of tchoukball nationally and internationally.

This is a hands-on leadership role in a small but ambitious organisation. You will be both a visionary strategist and a proactive operational leader - able to set direction while also rolling up your sleeves to make things happen. This voluntary role is an exciting opportunity for a leader looking to develop their range of experience and to give back by making an impact within the sporting community. You will lead the organisation with integrity, inspire confidence in our partners, and champion a culture of inclusivity, collaboration, and continuous improvement.

Commitment

Total commitment:	4 hours/week average, with higher commitment in the first six months
Response:	Available over email/telephone/messaging
Senior Executive Team:	2x1 hour meetings/month
Board meetings:	1 x 3 hour meetings/bi-monthly
Term:	Permanent

Key Responsibilities

The successful applicant will be responsible for the following duties:

Strategic Leadership

- Facilitate the implementation of Tchoukball UK's strategic plan and report to the Board of Directors on progress against the strategic plan;
- Provide clear, inspiring leadership to the organisation, ensuring alignment with our mission and values.
- Identify opportunities for growth, innovation, and increased visibility within the UK's sporting landscape.

Operational and People Management

- Lead and manage the Senior Executive Team to deliver strategic priorities and foster a high-performance and motivated culture.
- Develop and implement Tchoukball UK's operational plan, and report to the Board of Directors on progress against the plan;
- Oversee the effective delivery of TUK's programmes, events, and activities, ensuring they meet agreed objectives, timelines, and budgets.
- Manage the organisation's financial sustainability, including budget setting, monitoring, and reporting, in collaboration with the Treasurer.

Partnerships, Networking, and Stakeholder Engagement

- Continue to build and maintain strong, strategic relationships with Sport England, other national sporting bodies, partners, and sponsors.
- Act as a key representative for Tchoukball UK across the UK and international sporting network, promoting the sport's values and benefits, and advocating for its development.
- Oversee the organisation's marketing and communications to raise awareness of tchoukball and engage new audiences.

Governance and Compliance

- Ensure the organisation operates in line with Sport England Code for Sports Governance, and other relevant regulatory and legal requirements
- Support the Board in fulfilling governance responsibilities, including reporting, risk management, and policy oversight.
- Uphold the highest standards of transparency, accountability, and ethical conduct.

Person Specification

Essential

- Proven experience in a senior leadership role, ideally within sport, not-for-profit, or community-focused organisations.
- Strong strategic thinking and planning skills, with a proven record of delivering organisational development and impact..
- Demonstrated ability to lead and successfully implement organisational strategy.
- Strong track record of managing, empowering and developing senior teams to deliver measurable results with effective delegation of responsibilities.
- Financial management expertise, including budgeting, forecasting, and reporting, and ensuring effective resource allocation and sustainability.
- Exceptional communication and interpersonal skills, with the ability to engage, influence and inspire a wide range of stakeholders.
- Demonstrated success in building and maintaining strategic partnerships.
- In-depth knowledge of good governance practices and compliance requirements in a sporting and/or business context.
- Commitment to championing inclusivity, diversity, and the values of respect, collaboration, and fair play.
- Strong analytical skills with the ability to assess risk, evidence decisions, and find creative solutions.

Desirable

- Direct experience working with Sport England, including funding processes and compliance requirements.
- Evidence of listening to, valuing, and integrating diverse perspectives in decision-making.
- Familiarity with grassroots and high-performance sport development.
- Experience working with a volunteer-led organisation.
- Experience in sponsorship, fundraising, or other income generation.
- Knowledge of the UK sports sector and its funding landscape.
- Understanding of tchoukball or similar team sports.

How to Apply

To apply, please submit the following:

- A cover letter (maximum 2 pages) and current CV detailing your relevant professional experience and achievements.
- The names and contact details of two referees (referees will only be contacted following the final interview stage and with your prior consent).

The deadline for applications is **9th November 2025 at 23:59 GMT**. Shortlisted candidates will be invited to two rounds of interviews.

Tchoukball UK is committed to providing equal opportunities and an inclusive environment. We welcome applications from candidates of all backgrounds and experiences. Please let us know if you require any reasonable adjustments, and we will work with you to meet your requirements.