



# CHIEF PARALYMPIC GAMES DELIVERY OFFICER (F/M/X)

The IPC offers the newly created position of a full-time **Chief Paralympic Games Delivery Officer (f/m/x)** in a multi-cultural team at the IPC Headquarters in Bonn, Germany, starting in early 2021.

## **ABOUT THE IPC**

At the IPC, we work as one team, aligned and focused on fulfilling our vision and mission.

The IPC's vision is for an inclusive world through Para sport. We believe that Change Starts With Sport, and that the work of the Paralympic Movement is a catalyst for driving social inclusion and advancing the UN Convention on the Rights of Persons with Disabilities and the UN's 17 Sustainable Development Goals.

The IPC seeks to use the influential global position of the Paralympic Movement and the growing profile of Para athletes to challenge the stigma attached to disability and empower social transformation.

The IPC is the global governing body of the Paralympic Movement. We supervise the organisation of the Paralympic Games and Paralympic Winter Games and serve as International Federation for 10 Para sports. We enjoy a positive working relationship with the IPC Governing Board, members of which are democratically elected every four years by the IPC General Assembly.

The IPC is a purpose-driven non-profit association. Our mission is to lead the Paralympic Movement, oversee the delivery of the Paralympic Games and support members to enable Para athletes to achieve sporting excellence. Since 1989, we have been creating change through sport with the Paralympic Games and Paralympic athletes at our core.

## **INTERNATIONAL PARALYMPIC COMMITTEE**

Adenauerallee 212-214, 53113 Bonn, Germany / [paralympic.org](http://paralympic.org)  
CPGDO@paralympic.org / Tel: +49 228 2097-200 / Fax: +49 228 2097-209

## ROLE

The IPC Chief Paralympic Games Delivery Officer reports to the IPC Chief Executive Officer (CEO) and primarily will be responsible for the successful and sustainable delivery, growth and evolution of the Paralympic Games. In addition, the successful candidate will join the CEO, General Counsel and Chief Brand & Communications Officer in providing organisational leadership and guiding efforts to build an inclusive intercultural environment where staff of all backgrounds and abilities can thrive.

## CORE RESPONSIBILITIES

- Provide executive leadership and strategic direction to maximise and enhance the Paralympic Games experience for all stakeholders
- Work as a key member of the IPC executive leadership team contributing to wider corporate strategy, culture, policy and decision making
- Act as the primary point of contact for the IOC Olympic Games leadership team and Chief Executives and Directors of Organising Committees for all key Paralympic Games-related issues, escalating and resolving matters when required
- Oversee the internal and external co-ordination of all Paralympic Games delivery related activities, including management of Master Schedules, Issue Trackers, Project Reviews, Delivery Partner Meetings, Co-ordination Commissions, Knowledge Management and Bid Cities, ensuring continued progress and successful management of issues
- Deliver the key objectives relating to Paralympic Games delivery contained in each iteration of the IPC's four-year [strategic plan](#).
- Work closely with the IOC to maximise cost savings and legacy plans under the New Norm, and to advance co-operation and efficiencies in operational delivery and knowledge transfer
- Oversee the successful and sustainable delivery of all IPC pre-Games readiness, post-Games evaluation and Games-time operations projects (including transition activities and knowledge transfer)
- Develop tools to successfully evaluate the impact of the Paralympic Games and work with colleagues to develop strategies to maximise awareness of Games legacy
- Represent the IPC when it comes to Paralympic Games preparations and delivery, speaking at press conferences, conferences and giving media interviews
- Develop respective skillsets of team members and maintain high levels of morale

## CORE REQUIREMENTS

The IPC seeks a dynamic leader who has a demonstrated ability to uphold and maintain our organisational values, is a creative and diplomatic problem-solver, has a strong curiosity and the desire to continue learning, has a collegial collaborative work style, a sense of humour, and the dedication to work hard and to achieve and promote excellence.

- Passion and commitment for the IPC's vision, mission, and values - evidenced, in part, by exhibiting a high level of personal and professional integrity, humility, humanity and a positive outlook
- Preferably 10 - 15 years of major event planning experience (especially with a comprehensive understanding of Games planning and delivery); we also welcome less experienced but highly talented candidates with an exceptional track record of increasing responsibility and success
- Experience in successfully leading change that results in measurable outcomes
- Authentic and strategic leader, with expertise in coaching and developing colleagues to reach their full potential
- A relationship builder, with exceptional interpersonal skills to mobilize and lead a broad range of stakeholders
- A persuasive and passionate communicator with great public speaking skills, negotiating skills, and with a demonstrated ability and preference to act with sound judgment and diplomacy
- Excellent organisational skills, ability to manage multiple projects at once and the ability to manage shifting priorities and workload requirements
- High level of initiative and attention to detail
- Analytical skills and excellent problem-solving abilities
- Ability to thrive in a fast-paced environment
- Strong cultural awareness
- Strong conflict resolution skills
- University degree in business, sport management or related field
- Fluent in English (any additional language is an asset)
- Professional MS Office skills
- Willingness to travel frequently

Do you want to [apply](#)?

If you are interested and you can meet most of our requirements, please send your CV and cover letter in English and in pdf to [CPGDO@paralympic.org](mailto:CPGDO@paralympic.org).

Applications accepted on a rolling basis, with final deadline of 15 December 2020. We especially encourage women, minorities and individuals with a disability to apply; we support the relocation process and provide transitional accessible

accommodation. For further information on the IPC, please contact us or visit our website under [www.paralympic.org](http://www.paralympic.org)

**We look forward to your application!**