



Vacancy

GAMES OPERATIONS SENIOR MANAGER (MEDIA) (F/M/X)

The International Paralympic Committee (IPC) offers the newly created position of a full-time **Games Operations Senior Manager (Media) (f/m/x)** with a focus on Broadcast and Press Operations for the Paralympic Games in an international and multicultural team at the IPC Headquarters in Bonn, Germany, starting in early 2025 or as agreed with the successful applicant.

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, a purpose-driven non-profit association, is the global governing body of the Paralympic Movement. We oversee the delivery of the Paralympic Games and Paralympic Winter Games and serve as International Federation for five 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. Since 1989, we have been creating change through sport with the Paralympic Games and Paralympic athletes at our core.

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.

ROLE

The **Games Operations Senior Manager (Media) (f/m/x)** is accountable to the Chief Paralympic Games Officer and will work within a dynamic and growing team.

INTERNATIONAL PARALYMPIC COMMITTEE

Dahlmannstraße 2, 53113 Bonn, Germany / paralympic.org

OperationsJobs@paralympic.org / Tel: +49 228 2097-200 / Fax: +49 228 2097-209

The role will be responsible for ensuring the coordination and collaboration of operational planning for assigned Functional Areas (FAs) with Organising Committees for the Olympic and Paralympic Games (OCOGs), Olympic Broadcasting Services (OBS), the International Olympic Committee (IOC), and other delivery partners. The current portfolio of the role is overseeing Broadcast Operations (BRS), Language Services (LAN), and Press Operations (PRS).

CORE RESPONSIBILITIES

- Supporting the OCOG and act as the key liaison between the IPC, OCOG, OBS, and other partners in the planning and delivery of the operations of the assigned FAs across all Games editions, including maintaining oversight of the status of planning and anticipating opportunities, risks and issues.
- Acting as the stakeholder lead in planning for Media Rights Holders (MRHs) and members of the Press; representing MRHs/Press in the planning and delivery of services for the stakeholders, including reviewing and agreeing to service levels and ensuring that all aspects of planning (venue operations and design, accommodation, transport, communications, etc.) support the effective operations of stakeholders at Games time.
- Collaborating with other FAs on the process to determine Press quotas, assign slots, and serve as the IPC point of contact for the responsible organisations nominating Press.
- Working closely with the IPC Broadcast Revenue and the IPC Communications teams on the services offered during contracting for MRHs and IPC Recognised Agencies (Press) to ensure contractual commitments are delivered.
- Engaging with other members of the IPC Games Management Team on integrated planning (such as the competition schedule), and to identify and resolve cross-functional issues and mitigate against risks during planning and delivery or to escalate the issues/risks as necessary.
- Collaborating with FA counterparts at the IOC and in the OCOGs towards the development of generic documents (Games Guides, policies and procedures, milestones, etc.) as well as the development of planning for specific editions.
- Representing the IPC and serving as a point of contact for stakeholders pre-Games (including at the World Press Briefing and World Broadcaster Meetings) and at Games time.

- Contributing to debriefings/lessons learned processes for the Games and associated events to continually improve planning and delivery.

CORE REQUIREMENTS

For the **Games Operations Senior Manager (Media) (f/m/x)** position, the successful applicant should have:

- At least 5-7 years of relevant FA experience in the planning and delivery of the Olympic Games and Paralympic Games or other mega event(s).
- Demonstrated experience in collaborating with and motivating others in an international, multi-cultural team environment, under pressure.
- Experience in forecasting issues and risk, proposing solutions, and supporting decision-making.
- Excellent attention to detail while understanding how the operations and stakeholder experience contribute to the overall success of the Games.
- The ability to adapt and maintain a positive, solution-oriented attitude to adjusting plans and processes in complex and evolving situations.
- Excellent verbal and written English language skills and the ability to present complex information to varied audiences in an inclusive and understandable way, effectively prioritising and sharing relevant information.
- Flexibility in working hours and ability to travel regularly.

DESIRED REQUIREMENTS

- Experience working for an OCOG in a relevant FA or for a MRH or Press outlet.
- Experience working with persons with disability.
- Proficiency in other languages is an asset.

Do you want to [apply](#)?

If you are interested and provide a good match with our requirements, please send your CV and cover letter in English and in pdf to OperationsJobs@paralympic.org

For this position, we will review applications and interview candidates on a rolling basis.

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The IPC is an equal opportunity employer, and we especially encourage individuals with a disability and members of minority groups 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.

We look forward to your application!

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