Vacancy

GAMES OPERATIONS SENIOR MANAGER (F/M/X)

The International Paralympic Committee (IPC) offers the newly created position of a full-time Games Operations Senior Manager (f/m/x) in an international and multicultural team at the IPC Headquarters (on-site) in Bonn, Germany, starting as soon as possible.

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 (f/m/x) is placed at Level A9 according to our internal compensation structure. This is a new role which is accountable to the Executive Director Paralympic Games and will be responsible

for leading the coordination and collaboration of operational planning for assigned functional areas on behalf of the IPC with Organising Committees for the Olympic and Paralympic Games (OCOGs), the IOC, and other delivery partners.

The current portfolio of the role includes responsibility for the functional areas (FAs) of **Venue Infrastructure** (VNI), **Energy** (NRG), **Logistics** (LOG) and **Rate Card** (RTC) and physical accessibility considerations.

CORE RESPONSIBILITIES

- Support planning and delivery of assigned FAs by acting as a key liaison between the IPC and relevant representatives of the OCOG and the IOC for the assigned FAs across all Games editions, including maintaining oversight of the status of planning and anticipating opportunities, risks and issues.
- Propose solutions to current problems and forecast future challenges, participate in decision-making, and escalate issues to appropriate levels, as necessary.
- Collaborate with IPC Games Management Team to identify and resolve cross-functional issues during planning and delivery, with a particular focus on the development and implementation of venue design books, including the provision of accessible infrastructure and flows.
- Establish objectives and prepare for, deliver, participate in, and follow-up on meetings with OCOGs and their delivery partners.
- Collaborate 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.
- Support the IPC Venue Readiness project planning and delivery before and during Games time, including preparatory work, onsite inspections and follow-up reports.

CORE REQUIREMENTS

- A deep passion to work within the Paralympic Movement and shares the IPC's vision, mission and values.
- At least 5-7 years of professional experience in the area of venue infrastructure and design, including accessibility considerations, preferably in the planning and delivery of an Olympic and Paralympic Games or another mega sporting event.

- High attention to detail while maintaining a holistic view of the project and cross-functional impacts.
- Demonstrated experience in respectfully collaborating with and contributing to a positive team environment in an international, multi-cultural team environment.
- Able to adapt and maintain a positive, solution-oriented attitude to adjust plans and processes in complex and evolving situations in order to propose solutions, support decision-making and successfully navigate change.
- Excellent verbal and written command of the English language and able to present complex information to varied audiences in an inclusive and understandable way.
- Confident, professional, and calm when under pressure and during the long working days in the lead-up and during the Paralympic Games.
- Flexibility in working hours and ability to travel regularly.

DESIRED REQUIREMENTS

- A degree in architecture or a related field is considered an asset.
- Experience working with persons with a disability is considered an asset.
- Proficiency in other languages such as French is considered 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.

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 career website at www.paralympic.org/careers.

We look forward to your application!