

ROLE DESCRIPTION AND PERSON SPECIFICATION

Role Title: Technology Manager

Role Purpose: To manage all aspects of Technology to ensure a professional and efficient service is provided for the event.

KEY RESPONSIBILITIES

- Manage the technological needs of the competition in every respect, included the detailed requirements and specifications required of the meet management system in use. This to include data collection, electronic distribution within the pool building, and via the internet to supported systems
- Liaise with other functional areas (including but not limited to Media, World Class, Sport Science, Events Team) to advise and assist on internet, power and any technology equipment required
- Arrange for adequate testing of the Technology equipment and systems prior to event
- Review arrangements for adequacy of back-up in the event of power or other supply failures
- Monitor the performance and welfare of the Technology delivery team throughout the event and take any remedial action
- Maintain close liaison with the Events Team, ensuring that all aspects for the smooth-running of the meet are delivered as required including but not limited to scoreboard requirements and layout and other displays
- Liaise with any external contractors requiring data from the Meet Management System (e.g., Broadcast)
- Identify the issues that need to be communicated to the Athletes, Coaches and other members of the Event Delivery Team
- To identify any shortcomings and address the issues through individual contact with any individuals concerned or, if appropriate a Management Team Meeting
- Comply with all policies and procedures set down by the organisation and in particular those relating to Diversity, Equity, Inclusion and Sustainability

Person Specification

Essential	Desirable
<ul style="list-style-type: none"> Knowledge and understanding of Entry, Recording and Technology Systems 	<ul style="list-style-type: none"> Experience at all levels of Diving competition
<ul style="list-style-type: none"> Excellent communication skills 	<ul style="list-style-type: none"> Effective delivery of information to groups of people
<ul style="list-style-type: none"> Have a thorough knowledge of the computer networking required at the event 	<ul style="list-style-type: none"> Availability to attend planned meetings and competitions many of which are not in school term time
<ul style="list-style-type: none"> Sport Competition experience 	
<ul style="list-style-type: none"> Effective and prompt decision making in pressure situations 	
<ul style="list-style-type: none"> Ability to remain calm and composed when under pressure 	
<ul style="list-style-type: none"> Effective problem solving skills in a competition environment 	
<ul style="list-style-type: none"> Excellent attention to details 	
<ul style="list-style-type: none"> Flexibility 	
<ul style="list-style-type: none"> Good leadership and interpersonal skills 	
<ul style="list-style-type: none"> Excellent organisational and time management skills 	
<ul style="list-style-type: none"> Forward thinking of how Technology can improve the event 	
<ul style="list-style-type: none"> Understanding of DiveRecorder 	

