



# IKF VOLUNTEER POSITION VACANCY ANNOUNCEMENT

## OPEN VACANCY

### Position title

Taskforce Member - Project Manager

### Part of the committee

#### **Olympic Format** (see [IKF Organogram](#))

The Olympic Format taskforce is responsible to lead the project aimed at helping IKF to determine which of the new Korfball formats, with a smaller number of players compared to traditional Korfball8, has the largest chance of broad appeal among athletes, fans, National and Regional Federations and sponsors with the ultimate goal of appealing to the IOC for a possible inclusion on the Olympic program.

The project is planned to start in Q1 2022 and to be completed by Q3 2023 after which the promotion towards the IOC will be initiated as part of a more holistic Olympic inclusion strategy.

Key milestones foreseen are:

2022:

- Q1 2022: selection of the taskforce members and kick off session
- Q2 2022: creation of research framework, incl. competitive landscape of other sports and mapping out possible appeal among all stakeholders
- Q3/4 2022: field research among all identified stakeholders including possible competition formats, playing formats and scaling framework

2023:

- Q1: presentation interim findings to IKF and Regional Federations and collect feedback and comments
- Q2: fine tune interim report and perform additional research if needed
- Q3: delivery to IKF of final report and recommendation to support IKF's Executive Committee's decision

From Q4 2022 IKF will then start the scaling activities and active promotion towards IOC as well as World Games (2025 World Games in Chengdu) of the chosen format.

<b>Tasks and responsibilities</b>	<p>As Project Manager, you will provide overall leadership direction to the project, including the management of project quality, timeliness, as well as supporting the project team.</p> <ul style="list-style-type: none"> <li>• Manage and track project progress</li> <li>• Assist in defining project scope and goals: creation of short- and long-term project plans (including targets, milestones, deadlines, allocation of resources), align with project stakeholders concerning details and deliverables and keep projects aligned with goals and timelines</li> <li>• Communicate with committee members and internal stakeholders as well as external partners</li> <li>• Perform the project execution in alignment with the Olympic Format project team</li> <li>• Maintain project documentation for the duration of the assigned project, including the write up of the final recommendation report to the IKF Executive Committee on behalf of the Olympic Format Taskforce</li> </ul>
<b>Required time</b>	<p>4-6 hours per month</p>
<b>Required skills/competencies</b>	<p>Specific skills:</p> <ul style="list-style-type: none"> <li>• 3-7 years of experience as a business analyst or marketing specialist involved in project management</li> <li>• Good understanding of business and functional requirements</li> <li>• Project management skills including project documentation</li> <li>• Sports industry experience and an interest in team sports and Olympic games are strong advantages</li> <li>• Stress resistant and solution oriented</li> <li>• Team spirit and a willingness to go the extra mile</li> <li>• Ability to multitask efficiently and work under pressure</li> <li>• Global mindset and ability to work across cultures, including an understanding of needs and strategies for smaller and larger federations</li> </ul> <p>Computer skills:</p> <ul style="list-style-type: none"> <li>• Microsoft Teams</li> <li>• Project management software</li> </ul> <p>Language skills:</p> <ul style="list-style-type: none"> <li>• fluent in English (writing and speaking) and experience in writing project reports</li> </ul>
<b>Reporting to</b>	<p>Gabi Kool, Chair Olympic Format Taskforce</p>
<b>Appointment term</b>	<p>Every taskforce member in the IKF is appointed for a 2-year term, which can be renewed at the proposal of the Taskforce’s Chair.</p> <p>This appointment will terminate at the end of December 2023</p>

<b>Benefits</b>	This position is a volunteer position. Expenses will be covered in according with the IKF expenses policy. In general, these cover only out-of-pocket expenses that are directly related to the execution of the task, such as travel expenses. Expenses can only be incurred after approval of the taskforce chair.
<b>APPLICATION</b>	
<b>Deadline</b>	March 8, 2022
<b>How to apply</b>	To apply for this open vacancy it is necessary to fill in and submit the application form that can be found <a href="#">here</a>
Please be aware that all IKF volunteers need to be compliant with the <a href="#">IKF Code of Ethics</a> For any further enquiries please contact <a href="mailto:office@ikf.org">office@ikf.org</a>	