

To support the launch of our new strategy, BSAC is looking to recruit a new position of **Head of Diving & Training**

Reporting to the CEO and working closely with the National Diving Officer, this new and exciting role will innovate and lead the development and delivery of BSAC training and diving support services.

The role is to lead the delivery of BSAC's strategic aims for diving and training in line with our vision, mission and values.



Our vision:

- For everyone to enjoy and respect the underwater world

Our mission:

- To be the 'go to' community for anyone wanting to learn about, enjoy and protect the underwater world

Our values:

- **Integrity** – we work in a transparent and sincere manner, making balanced and impartial decisions
- **Togetherness** – we are one team working towards our vision to be the 'go to' community for anyone wanting to learn about, enjoy and protect the underwater world
- **Excellence** – we strive to attain the highest standards and help others to do the same
- **Inclusivity** – we ensure diving is accessible and attractive to the most diverse audience possible
- **Conservation** – we lead by example, promoting environmental stewardship for future generations

Supported by four strategic themes:

Diving & Training

- Increase the quality, consistency and relevance of training and increase access to diving and training opportunities, enhancing BSAC's leadership role in underwater sport

Environment

- Strengthen our active contribution in the protection and conservation of the underwater environment

Community

- Utilise enhanced communication methods and technology to understand, mobilise, and connect the BSAC community, ensuring that community is accessible to all

Delivery

- Increase the capacity and capability of BSAC to achieve its strategic ambitions

We welcome applications from all ages, genders, ethnicities, and backgrounds.

The full strategy document is available at bsac.com/strategy



HEAD OF DIVING & TRAINING VACANCY

Job Title:	Head of Diving & Training
Department:	Senior Leadership Team (SLT)
Reporting to:	CEO (Chief Executive Officer)
Location:	Home-working, attending council meetings, business meetings, shows, conference as required, some overseas travel may be required.
Job purpose:	<p>You will innovate and lead the development and delivery of new and existing BSAC training and diving support services, to broaden BSAC's appeal and thus increase membership, participation and engagement, ensuring BSAC standards for safety and quality are maintained within the BSAC training markets/partners (branches/centres/licensees).</p> <p>This role will manage all aspects of development, deployment, and evaluation. It will entail empathy and creative thinking to bring members, volunteers and stakeholders with BSAC on a positive inspiring journey.</p>
Salary	Competitive salary package based on experience + pension, medical, life cover. For more information, contact Mary Tetley on maryt@bsac.com or 07780 606751.

Your role will:

- Provide strategic leadership on diving matters.
- Lead in collaboration with the National Diving Officer, the development of BSAC diving and training offerings to become more relevant to the changing market, ensuring that product development plans are underpinned by a sound assessment of demand and a professional approach to modular development. Through this approach create opportunities for retaining and growing the connection of existing members and attracting a wider audience into training and diving with BSAC.
- Lead the review, management and development of BSAC's blended training delivery system: volunteers, commercial centres and digital. Set ambitious KPIs to grow BSAC's attraction and through this its membership. This will involve regular review of products and services with Strategy Leads to meet with up to date standards of quality and safety as well as support the member journeys.
- Implement an evaluation system that combines KPIs (income and volume) with quality and satisfaction. This encompasses all aspects of product delivery and instructor quality.
- Mobilise volunteers and commercial towards a common aim of developing BSAC's position as NGB creatively developing strategies to smooth the interface between differing goals so that all are motivated towards BSAC as a thought leader.
- Ensure the delivery of agreed projects in budget and on time by using mix of staff, professionals, and volunteers.
- Create an ability to deliver 'Technical support' for members in the UK, Overseas, Centres, Licensees.
- Establish and maintain strong working and technical relationships with HQ colleagues, key volunteers, and external groups.

Essential experience

- Credible authority on diving and diver training. Preferably with a minimum 5 years' instructor experience (not necessarily with BSAC).
- Substantial experience in the recreational diving and lifestyle market with track record of success in securing and growing commercial income and partnerships.
- Change management experience, securing buy in from diverse groups to effect change. Strong influencing skills and diplomacy. Be able to win hearts and minds to form effective relationships, to embrace change where needed.
- Track record of developing and making proposals to the board and/or other key stakeholders and of delivering the results.
- Able to multitask and prioritise own work and that of their team.
- Experience of managing/working with a volunteer team.



HEAD OF DIVING & TRAINING VACANCY

Person specification

Skills and knowledge:	Essential / Desirable
Excellent interpersonal and leadership skills, with a proven ability to influence, delegate and influence stakeholders at all levels	E
Proven strategy planning development and implementation skills	E
Strong presentation/delivery skills	E
Proven ability to write business proposals that are supported by appropriate analysis	E
Ability to lead/inspire volunteers	E
Substantial experience in the recreational diving and lifestyle market with track record of success in securing and growing commercial income and partnerships	E
Understanding of diving at work regulations and the relevant ACOP	E
Diving compliance related information	E
Experience of managing a volunteer team at a senior level	D
Knowledge of the working of Boards and how they operate	D
Experience of delivering significant change projects	D
Credible authority on diving and diver training, including recent hands-on experience as an instructor (not necessarily with BSAC)	E
Ability to prioritise and multitask	E
Proficient in the use of Microsoft Office	E

Approach:	Essential / Desirable
An appreciation of the importance of volunteer input	E
Ability to exercise sound judgment with a high level of integrity	E
Flexible and adaptable with proven ability to work under pressure	E
Well organised with a consistent delivery of work	E
Flexibility to travel with overnight stays and weekend work	E
Flexibility to travel internationally occasionally with overnight stays	D
Ability to make decisions based on accurate and timely information and analysis	E

Certifications:	Essential / Desirable
Hold a current driving licence	E
Hold a current HSE medical	D

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To apply for this role please complete the application form and return by email to maryt@bsac.com by 16 July 2021.

If you would like an informal chat please either email Mary or telephone on 07780 606751.

