

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

Reporting to the CEO and working closely with the National Diving Officer, NDC and BSAC Council this 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 HQ Staff meetings, BSAC HQ, Ellesmere Port, monthly (minimum) council meetings, NDC meetings, business meetings, shows, Instructor training events, 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, delivery. 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.
Fixed Term Appointment	Permanent.

Your role will:

- Following the strategic direction set by Council and National Diving Officer (NDO), lead 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 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, NDC, regional coaches, commercial centres, franchises, and external groups.

Essential experience;

- 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 manage and prioritise own work and that of their team.
- Experience of managing/working with a volunteer team.
- National Instructor status



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 support 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 research and analysis	E
Ability to lead/inspire volunteers	E
Ability to prioritise workload and manage time effectively	E
National Instructor status	E
Understanding of statutory and industry regulations, diving compliance, ACoPs and ISO standards	E
Experience of managing a volunteer team at a senior level	E
Experience of working with, and presenting to a Board of Directors and knowledge of how they operate	E
Experience of delivering significant change projects	D
Proven competence in the knowledge use of IT systems	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	E
Undertake an evidence-based practice approach to decision making	E

Certifications:	Essential / Desirable
Hold a current driving licence	E
Hold a current, or have the ability to obtain a, HSE medical	E

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

To apply for this role please complete the application form and return by email to maryt@bsac.com by **31 December 2023**

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

