



INNOVATION ACADEMY VACANCY

VOLUNTEER AND ACCREDITATION COORDINATOR

National Minimum wage

RUGBY LEAGUE WORLD CUP 2021

LOCATION; MANCHESTER

THE INNOVATION ACADEMY

Our RLWC2021 Innovation Academy is an opportunity for exceptional individuals to gain a hands-on experience and develop themselves further in a unique working environment.

The programme will offer real roles with real responsibility and expectations to deliver to world class standards. The roles available cover both paid internships and voluntary short-term work placements.

The successful candidates will benefit from on the job learning and be surrounded by experts working on a major sporting event. The Innovation Academy will offer outstanding opportunities to gain experience and really test your capabilities.

WHO YOU'LL BE WORKING FOR:

In 2021, England will host the largest team sporting event in the world that year - the Rugby League World Cup, which will be the biggest and best ever in its history that dates back to 1954 when the tournament began.

32 competing nations in the men's, women's and wheelchair competitions will play in 61 matches across 21 venues, including St James' Park, Elland Road, Anfield, Emirates Stadium, M&S Bank Arena and Old Trafford. The most inclusive sport played in the biggest venues across the country.

We are on a mission to create inspirational moments that excite, engage and leave a long-lasting legacy.

Led by our values of being Bold & Brave, World Class, Authentic and Inclusive, we are looking for the best talent to join our team.



Bold & Brave



World Class



Authentic



Inclusive



WHAT IT'S LIKE IN OUR TEAM:

We have a 'start-up' culture with a 'high bar' mentality to everything we do - we need to ensure that all touch points of the tournament are world class. We require innovators and have created an environment where all our teammates flourish.

We have a leader-leader culture (not followers), with each teammate taking responsibility and accountability for their actions and results to move the business forward - we want people with a glass half full mindset!

We move at pace and have plenty to achieve in the next 12 months, so need people who are hungry to use their skills and experience but also have a desire to learn more.

With a great choice of rewards and training, we provide a progressive culture to learn and develop your career.

OVERVIEW OF THE ROLE:

You'll be responsible for coordinating and assisting the delivery of the Rugby League World Cup 2021 volunteer programme (The Power Squad). We're seeking an outstanding Volunteer and Accreditation Coordinator that will ensure our volunteers are efficiently on-boarded, trained and prepared to carry their roles to deliver a world class tournament.

You will also support in ensuring the safety and security of everybody participating, attending and working on the tournament.

WHAT YOU'LL BE DOING:

- Liaising with internal colleagues to ensure volunteer processes deliver against their requirements.
- Assist in the initiation, design and implementation of innovative programmes to engage people in RLWC2021 related volunteering opportunities.
- You'll support in the implementation of the tournament time volunteer programme.
- Assisting the Volunteer Lead & Head of Match Operations with all aspects of the accreditation zoning, card issue and card distribution process for the specified venues.
- Assume additional duties as required, and actively contribute to RLWC2021 values.
- We want to provide a once in a lifetime experience for volunteers, you'll help us deliver this.
- We want our volunteering programme to be inclusive, you'll assist us in running targeted initiatives to help us achieve this.



Bold & Brave



World Class



Authentic



Inclusive



SKILLS AND EXPERIENCE REQUIRED:

- Ability to act with discretion and to maintain complete confidentiality
- An excellent communicator, with strong interpersonal skills.
- Self-motivated - someone who can take ownership and prioritise, whilst also being able to work as part of a small and agile team.
- Strong organisational skills.
- Enjoys multi-tasking, working in a fast-paced environment.
- Well organised with a high attention to detail.
- Proficiency in Microsoft Office and other office productivity tools, with aptitude to learn new software and systems.

To apply please send an email with “Volunteer and Accreditation Coordinator” in the title, including a covering letter of why you think you’re suitable for the role, and an overview of your experience in the form of a CV to academy@rlwc2021.com

The closing date for applications **is 12pm Wednesday 25th November.**

Interviews will be held early January 2021 for a start date of Monday 22nd February.

The Rugby League World Cup 2021 is committed to equality through diversity.

More information is available at rlwc2021.com.

If appointed you will need to provide us with a copy of your Passport and if relevant, a work permit to show you have the right to work in the UK. Alternatively you would need Tier 2 Sponsorship to be able to work for us.



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