



Angling Trust Team England Fly Fishing (AT TEFF)

Executive Officer

River

Role Description & Person Specification



Introduction

The Executive Officer River is a member of the AT TEFF Executive Committee and is the principal contact for all AT TEFF matters relating to River. The role covers all River Competitions and respective qualification processes including team selections. It will also cover any fund-raising events run by either AT or AT TEFF or team members.

Main Duties

1. Lead the AT TEFF River discipline team on behalf of the AT TEFF Exec:
 - a. IFFA River Championships Teams and Team selection – River Team Manager.
 - b. River International England Hosting – River International Event Organiser.
 - c. River National Final – River National Event Organiser.
 - d. any other Competition, Fund raising event relating to River teams.
2. Develop, maintain and organise the River Team members Qualification process.
3. Working closely with Competitions team colleagues and any sub-committees on the submission of team entries into events relating to these Championship.
4. Working closely with the Executive Officer Loch Style to cover River International matters at the IFFA Autumn International meeting.
5. Working closely with IFFA official, International Competition Organisers and AT Officials as necessary.
6. Managing any delegated budgets and AT Cost Codes, working closely with Marketing, Participation & Sponsorship team colleagues to identify and secure sponsorship opportunities, fulfil any sponsorship obligations and lead fundraising efforts.
7. Recruit and appoint, in conjunction with AT and Exec colleagues, team members as and when necessary.
8. Attending AT TEFF Committee & Executive meetings as may be required.
9. Ambassador for AT TEFF.
10. Control and monitor AT TEFF Facebook groups relevant to discipline and in conjunction with the AT TEFF Secretary and Marketing, Participation & Sponsorship Executive Officer.
11. Current Member of Angling Trust.
12. Co-ordinating safeguarding and compliance matters for the relevant AT TEFF International teams and qualification processes. This will include ensuring the proper submission of International Angler Agreements, reporting any compliance, safeguarding or similar concerns to the relevant AT team.
13. Attending virtual and in-person meetings with Angling Trust Competitions colleagues (staff and volunteers) as required.

Shared Main Duties

The Executive Officer River will share a number of other Executive Committee duties which include the following:

1. Development and formulation of AT TEFF's Strategic Plans
2. Development of AT TEFF's Financial Plans.
3. Development and formulation of AT TEFF's Corporate Oversight & Governance.
4. Development and formulation of AT TEFF Teams Performance improvements.
5. Development and formulation of AT TEFF Team Members Performance improvements.
6. Development and formulation of AT TEFF Fundraising and Sponsorship opportunities
7. Development and formulation of increasing Participation in AT TEFF events.
8. Development and formulation of increasing Range of Competitive Fly fishing
9. Corporate oversight of all AT TEFF Activities relating to World (Senior & Masters), European, 5N, Loch, River and Bank Championships.

AT TEFF EXECUTIVE OFFICER PERSON SPECIFICATION

REQUIREMENTS	DESIRABLE
Role Knowledge/ Skills/Aptitudes	Use of social media and web systems Working knowledge & understanding of current Competitive Fly-Fishing Championships
Personal Qualities	A strong sense of ethics & fair play Good interpersonal skills Pro-active Team leader/player A great motivator focused on achievements and delivery of results. Able to work both independently and as part of a team. Organised, proactive, conscientious and reliable.
Circumstances	Driving licence & own transport. Willing to travel Able to dedicate volunteer time and personal resources to role