



A Regional Association of

COMPETITIONS CONSULTANT – ASIA RUGBY

Asia Rugby is one of the 6 Regional Associations of World Rugby and is responsible for administering Rugby throughout Asia.

Asia Rugby is now seeking to fill the vacancy for a Competitions Consultant (“manager”) to look after the numerous tournaments which are run under Asia Rugby’s auspices.

OVERVIEW

To oversee, develop and deliver all operational aspects of the Asia Rugby competitions, the Competitions Consultant shall ensure the standards of all Asia Rugby tournaments including men’s fifteens divisions, women’s fifteens divisions, men’s sevens, women’s sevens, age grade fifteens and age grade sevens tournaments are world class, reflect best practice and are run in such a fashion that represents the vision and ethos of Asia Rugby.

RESPONSIBILITIES

Key Rugby Deliverables:

- Budget preparation and management
- Scheduling
- Develop and oversee compliance of all competitions:
 - Terms of Participation, Tournament rules, Registration, Host Union Agreements etc
 - World Rugby Laws, Law variations, Law trials and regulations with specific knowledge of World Rugby Regulation 8,16 and 17
 - Match Officials (with Referee Manager and Host Union referee managers)
 - Medical (in conjunction with Medical Committee with HIA and Player Welfare as a core driver)
 - Anti-Doping
 - Disciplinary (Judicial Officers, Citing Commissioners)
- Match reporting (utilising match management software)
- Training & Education facilitation around competitions
- Travel and logistics
- Competition improvements (High Performance Committee and Competitions Committee)
- Liaise with World Rugby and other Regional Associations
- Reporting (to Asia Rugby General Manager and Exco and World Rugby)

Key Commercial Deliverables:

- Full event delivery with responsibility in ensuring all Finals and presentations provide Asia Rugby with maximum exposure
- Broadcast delivery of rights as contracted by Asia Rugby’s distribution partner
- Oversee the operational delivery of broadcast and streaming with specific oversight of linking the OB function to team analysts, HIA functions, TMO functions and Athlete Management System
- Commercial compliance (Asia Rugby assets)
- Digital media delivery (working closely with the Digital Media Consultant and the Website Administrator)
- Event experience improvements
- Sponsors operational (onsite) delivery against contracts
- Venue facilities and venue experience improvements



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Day to Day Deliverables:

- Proactive oversight and operational delivery of world class tournaments at all levels ensuring all KPI's and budgets are met
- Be the lead contact person for all competition aspects – commercial and operational – for all Asia Rugby competitions with all relevant bodies, internal and external
- Develop the season calendar working in conjunction with the World Rugby calendar and other 'major events', and ensuring that such calendar is published as well in advance as is practically possible
- Develop the Competitions budget together with completing a 6-month and 12-month detailed report for World Rugby against agreed spending
- Drive strategic thinking of tournament formats / structures and tournament innovations
- Ensure all onsite event activation and contractual obligations for Asia Rugby's commercial partners are delivered effectively and efficiently
- Ensure that all participating unions comply with the Laws and the Regulations of the game
- Ownership of delivering Host Union Agreements, Participation Agreements, Terms of Participation / Tournament Manuals, Consent forms, Review forms, and Run sheets
- Oversight of all regulatory protocols of the competitions and sanctioning of events
- Participate in Competitions-relevant meetings – Medical Committee, Referee Selection Committee, High Performance Committee, Competitions Committee, Exco
- Provide comprehensive updates/reports to the Asia Rugby General Manager / Asia Rugby Exco as required
- Relationship management with key stakeholders
- Undertake ad-hoc tasks as directed by the Asia Rugby General Manager

QUALIFICATIONS & SKILLS

The successful individual should have broad experience of the key requirements below from relevant prior employment or experience:

- Relevant World Rugby qualifications, preferably including 'Match Commissioner'
- Strong event delivery experience of large, complex international events with first class organisational skills and an attention to detail
- Ability to cope with fluctuating workloads and significant periods of pressure at certain times of the year
- Ability to work with people from a wide range of cultures and backgrounds combined with an in-depth knowledge and understanding of the diverse regions and cultures of Asia
- Commercially astute with a good understanding of broadcast requirements in a rugby setting
- Excellent leadership and interpersonal skills
- Experience of managing budgets in excess of £500,000
- Insightful understanding of sporting organisations and key senior stakeholder management
- Willingness to travel for extended periods and to work for extended hours as required

APPLICATIONS

Asia Rugby is keen to receive applications from those actively involved in the Asian Rugby community who are interested in taking on the challenge of this role.

Candidates shall be expected to be ordinarily resident in Asia. The ability to communicate in both written and spoken English is an essential.

Candidates should forward their applications **together with their expected remuneration package** to ross.mitchell@asiarugby.com by no later than COB **Friday 18th January 2019**.