

Overview

As Parkour Earth's CEO, you'll oversee the operations of our community-led federation, ensuring smooth functioning and continuous development. Your proactive approach is vital for engaging with the community and navigating international sports/parkour landscapes.

Responsibilities include building and leading a motivated remote team, adhering to good governance principles, and managing PKE's projects and people. Thriving in an international setting, you utilise excellent communication skills and a strong understanding of sports federation operations. You drive successful team outcomes and foster community engagement, to contribute to Parkour Earth's growth and impact.

Time Commitment

The estimated time commitment required as the CEO is 5 hours a week.

Remuneration

The CEO role with Parkour Earth is currently on a voluntary basis with no salary or wages. As with all volunteers of Parkour Earth, all known and reasonable personal expenses will be reimbursed. There is scope for the role to be paid in the future, but volunteers should not take the role on the assumption it will lead to paid work.

Term

The CEO is appointed by the Board. Their position is reviewed annually, and they will remain in their role providing they continue to meet the targets of the strategic plan and the expectations of the Board.

Reporting

The CEO reports to the Parkour Earth Chair and Board of Directors.

Knowledge and Skills

- Passionate and knowledgeable about parkour as defined by Parkour Earth
- Can communicate effectively, both publicly and internally
- High levels of professionalism - leads by example, conducts themselves with honesty and integrity, and positive attitude
- Good coordination and management skills
- Ability to grow the organisation and shape the working culture
- Adaptable to changing circumstances and priorities
- Effective working independently and self-managing

CEO Role Description



- Ability to meet deadlines
- Fluency in English
- Understands 'Good Governance', can implement and maintain governance principles
- Knowledge of program management is an asset but not a requirement

Responsibilities and Duties

<i>Key Areas</i>	<i>Critical Tasks</i>
Communication	<ul style="list-style-type: none">• Maintain ongoing dialogue with the Chair and Board• Create and maintain communication links between the Board and Parkour Earth's Executive (staff/volunteers)• Ensuring that working groups and other PKE stakeholders can coordinate and collaborate• Keep up to date on the developments within parkour at an international level• Create and maintain communication links between Parkour Earth, its members, and other national parkour federations and communities• Report to the Board on the Executive Team's work• Respond to all relevant correspondence
Management	<ul style="list-style-type: none">• Communicate and implement the federation's vision, mission, values, and goals• Develop and implement operating plans that reflect the long-term strategic objectives and priorities established by the Board• Financial planning, budgeting, and monitoring• Management, leadership and motivation of executive team members and their work (including recruitment and performance reviews)• Co-ordinate with and manage the Ambassador lead• Grow the organisation – internally and membership• Abide by the principles of Good Governance and maintain these standards across the organisation

CEO Role Description



Relationships	<ul style="list-style-type: none">• Create and establish links and partnerships with other international organisations, sponsors, and governments to further the goals of Parkour Earth• Maintain and build relationships with Parkour Earth’s members federations, other national parkour federations, and other parkour bodies.
Representation	<ul style="list-style-type: none">• Represent the federation in civic and professional federation responsibilities and activities internationally (the Chair or other Board members may also perform these roles).• Be the first point of contact for organisations and media
Administration	<ul style="list-style-type: none">• Represent the Executive at board meetings, AGMs and other GMs• Formulate and successfully implement federation policy• Work with the Chair to ensure the federation complies with federation law and other relevant legislation• Ensuring the federation is compliant according to our chosen governance tools and standards• Ensure operations are in accordance with Parkour Earth’s Constitution