



**POLSKI ZWIĄZEK RUGBY**

**POLISH RUGBY UNION**  
FEDERATION POLONAISE de RUGBY

Member of World Rugby  
Membre de Rugby Europe

Member of Polish Olympic Committee  
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Warsaw, on 20 December 2021

## **COMPETITION FOR THE POSITION OF SPORTS DIRECTOR OF POLISH RUGBY UNION**

In accordance with the resolution of the Management Board of Polish Rugby Union (hereinafter: **PZR**) as of 14 December 2021, PZR announces a competition for the position of PZR Sports Director. The terms of competition constitute the content of this announcement.

### **I. Basic objectives:**

1. Creation and implementation of the long-term strategic direction of rugby development in Poland approved by the Management Board of PZR and management of rugby development programs in the country.
2. Managing the team of associates responsible for strategic areas for the development of rugby in Poland:
  - a) National staff - coaching staffs,
  - b) Competitions - the commissioner and sub-commissioners of the competitions,
  - c) Popularisation - National Development Officer, Rugby TAG Program Coordinator,
  - d) Education and Training - Training Coordinator,
  - e) The board of judges.
3. Implementation of strategic development plans for World Rugby and Rugby Europe in Poland.
4. Updating the strategic area development program in cooperation with the coordinators indicated in point 2 above.
5. Development and management of commercial rugby projects in cooperation with the marketing, finance and administration departments of PZR.
6. Periodical evaluation and reporting to the Management Board of PZR on the progress in achieving the strategic goals of PZR.

### **II. Obligatory (necessary) requirements:**

1. Higher education (preferably training, leadership or management);
2. Knowledge of the English language at a very good level;
3. Long-time experience (at least 2 years) in working in a managerial position (preferably in sport);
4. Education in the field of management of organisation or related, or equivalent in the form of experience, education and certification;
5. Project management skills, analytical skills, planning, evaluation and project prioritization;
6. Experience of working in environment with a limited budget;

7. Ability to work as a member of the team and in a managerial relationship;
8. Willingness to adjust to flexible with working hours, including weekends and business trips (domestic and foreign);
9. Knowledge of strategic development programs of World Rugby and Rugby Europe;
10. Good health, no medical contraindications to hold the position indicated above.

**III. Optional requirements (desired):**

1. Proven experience in coaching work at a high training level;
2. Experience in working in a similar position;
3. Experience in working with EU funded programs, in particular the Erasmus + program.

**IV. Conditions of employment:**

1. Work based on the agreement of employment, agreement of mandate or managerial agreement (agreement to provide services);
2. The position of the Sports Director is held for a specified period (4 years).

**V. Course and terms of the competition:**

1. The competition shall be held in two stages. The first stage consist of the evaluation of submitted candidates' offers by PZR Competition Commission, appointed by the PZR Management Board with the participation of a representative of the Ministry of Sport and Tourism. The second stage consist of an individual interview with selected candidates.
2. The offer submitted by candidates for the position of PZR Sports Director must contain the following documents:
  - a) a hand-signed CV with a covering letter;
  - b) completed personal questionnaire according to Attachment No. 1 to this announcement;
  - c) copies of documents confirming fulfilment of requirements specified in the advertisement (in particular: education and experience);
  - d) written draft of a long-term concept of work at the position of PZR Sports Director;
  - e) if possible, other documents or certificates confirming additional qualifications.
3. Offers and attachments thereto may be submitted in the following languages: Polish or English.
4. Offers with attachments should be submitted:
  - a) electronically to the following e-mail address: [janandrzejkozowski@gmail.com](mailto:janandrzejkozowski@gmail.com) and [k.czajka@pzrugby.pl](mailto:k.czajka@pzrugby.pl) (**the offer must be sent to both e-mail addresses, offers sent only to one of the e-mail addresses will not be considered**), or
  - b) by registered mail (in sealed envelopes with the annotation "**Competition for the position of**

**Sports Director of Polish Rugby Union – DO NOT OPEN**") to the address of PZR registered office: 01-813 Warsaw, ul. Marymoncka 34; or

- c) in person at the registered office of Polish Rugby Union (in sealed envelopes with the annotation "**Competition for the position of Sports Director of Polish Rugby Union – DO NOT OPEN**").
5. Offers must be served or submitted **by 31 January 2022 by 12:00** (the date of receipt of the documents, not the date of sending the correspondence is decisive).
6. Offers submitted after this date will not be considered.
7. Correct applications of participants will be assessed by PZR Competition Commission, which will present its position with justification for final approval by the PZR Management Board. By submitting the documents, the competition participant consents to the competition procedure specified in this announcement.
8. PZR Competition Commission, in the absence of suitable candidates, may apply to the PZR Management Board for the cancellation of the competition.
9. When evaluating the candidates in the competition procedure, PZR Competition Commission will take into account in particular:
  - a) quality of the submitted concept of work at the position of PZR Sports Director;
  - b) confirmed work history;
  - c) education and knowledge of the provisions indicated in the announcement;
  - d) knowledge of the issues being the subject of Sports Director's activity (including knowledge of rugby development programs);
  - e) the candidate's interpersonal characteristics.
10. The expected date of competition results – **15.02.2022**. PZR Competition Commission reserves the right to extend the competition results date.
11. The participants will be informed in writing about the results of the competition. Moreover, the final results of the competition will be announced by the PZR Management Board on the official PZR website ([www.pzrugby.pl](http://www.pzrugby.pl)).
12. PZR reserves the right to cancel the competition at any time without reason.

**- On behalf of Polish Rugby Union -**

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**Dariusz Olszewski**  
**President of the Management Board**