

British Basketball Federation

National Instructor



Role Description and Personal Specification- September 2021

The British Basketball Federation (BBF) is the National Governing Body (NGB) responsible for basketball in Britain. The BBF is the recognised FIBA National Federation with responsibility for the elite GB teams and Officiating, with each of the Home Country Associations responsible for the development of the grass roots of the sport in their respective jurisdictions. In line with FIBA regulations the BBF are required to appoint a National Instructor who is responsible for being the conduit between the BBF and FIBA.

The National Instructor will report to the Chair of the GB Technical Commission, who will be a Director of the BBF.

Key Responsibilities

The BBF National Instructor will be required to work with and support the Home Country Associations National Instructors who are responsible for the development of the official's programme in their respective Home Nations. The BBF National Instructor, working collaboratively with the Home Country Associations, as part of the GB Technical Commission, will be responsible for:

- Working within the approved development criteria of the BBF and the Home Country Associations.
- Overseeing the development and delivery of referee, table officiating and commissioner training within British Basketball with support from the Home Country Associations
- Supporting the process of development and improvement of referee and table official skills, knowledge and understanding in conjunction with the Home Country Associations' National Instructors and their respective Officiating Development Departments / Groups at all levels
- Manage, with support from the GB Technical Commission, the creation of the Federations list of GB Officials who can be appointed to the BBF National Championship Leagues (BBL/WBBL)
- Liaise with the National Championship Leagues Appointment Officer (s) to ensure that GB Officials appointments taken from the Federations List, to the recognised National Championship games (league or cup) meet the development requirements of the BBF and any appropriate FIBA Regulations.
- Applying FIBA rules, regulations and interpretations into the development of officials within British Basketball.
- In conjunction with the Home Country Associations' National Instructors, implement an open and fair process of selecting FIBA official candidates and the officials for the rest of the national categories, approving their candidacy to the BBF Board and signing the respective FIBA registration forms.
- Maintain and control the International Licensing process for nominated candidates and the tracking of key milestones and performance indicators.
- Supervising, in conjunction with the Home Country Associations, the annual, or more frequent, written and physical tests of the active FIBA officials, ensuring FIBA guidelines are followed.
- Maintaining permanent contact with the technical management (administration) of FIBA at Zone and World levels.
- Acting as an Instructor in National and/or International Clinics whenever requested to do so.
- The National Instructor will attend Home Country Associations' Officiating seminars, at least once in a season. The cost of such attendance will be the responsibility of the respective Home Country Association.



1. Person Specification

Applicants for the position of National Instructor for the British Basketball Federation should meet the following person specification:

E = essential criterion; D = desirable criterion

Qualifications and Experience	
1. Hold a valid FIBA instructor licence [FRIP] LEVEL 1	E
2. Have a minimum of 6 years of experience as a FIBA Referee	E
3. Experience as a Home Country Association National Instructor	D
4. Experience of being an active participant in a Home Country Officials Development Structure	E
5. Experience in communicating effectively with people from a variety of backgrounds	E
6. Experience of working independently and as part of a team	E
7. Experience in working collaboratively with all officials in an effective and inclusive manner	E
Skills & Abilities	
8. Strong ability to work to tight deadlines and to manage competing priorities around work	E
9. Ability to communicate effectively with a wide range of people and have the ability to write and speak effectively in English	E
10. Ability to work methodically and independently	E
11. Excellent oral and written communication skills, good organisational skills, good knowledge of IT/media applications. Keep appropriate records to evidence provision of suitable training, assessment, supporting the development of FIBA & BBL/WBBL candidates. All Records stored on BBF systems to meet GDPR requirements	E
12. Highest level of personal integrity, flexibility and discretion, with the ability to work in strictest confidence	E
13. Strong inter-personal skills and an ability to identify solutions	E
Knowledge & Understanding	
14. A detailed and practical understanding of refereeing at an international level	E
15. An understanding of the factors affecting officials	E
Personal Attributes	
16. Flexible approach to working	E
17. Willing to travel, has a full driving licence and access to own transport	E
18. Displays personal responsibility and accountability for decision making and actions	E
19. Have a commitment to continual professional development	E

2. Additional information

- 2.1 This role carries a small, remunerated amount.
- 2.2 You will play a pivotal role in ensuring inclusive policies are developed and implemented, creating a robust framework for Equality, Diversity and Inclusion (EDI).
- 2.3 All reasonable out-of-pocket expenses will be reimbursed in accordance with established criteria.
- 2.4 There will be a requirement to attend meetings and clinics in line with FIBA regulations.
- 2.5 The BBF National Instructor will be appointed for an initial two-year period with the option of a further two plus two years, subject to review.

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Application Process

Candidates from the HCAs that meet the selection criteria above are invited to apply for the position. You will have a genuine commitment to Equality, Diversity and Inclusion (EDI) and we actively encourage applications from diverse backgrounds.

Candidates should submit their CV, together with a covering letter expressing their rationale for their interest and the specific competencies and experiences that they could bring to the role.

Submissions by email are acceptable and should be sent to: office@gb.basketball

The closing date for applications is 12 noon, [20th July, 2021](#)

Interviews will be held during week commencing [8th August 2021](#)