



INTERNATIONAL FEDERATION OF
CP FOOTBALL

IFCPF Communications Officer

About IFCPF

The 'International Federation of CP Football' is the international governing body for the sport of CP Football. Officially formed in January 2015, CP Football became an independent sport after 37 years under the 'Cerebral Palsy Sport and Recreation Association' (CPSIRA).

IFCPF is responsible for the leadership, management and governance of CP Football, with a governing Board elected by our membership, and Management Team appointed by the Board to oversee day-to-day operations of the organization.

Our organisation is a 'Recognised International Sport Federation' by the International Paralympic Committee (IPC). CP Football (Football 7-a-side) has been a Paralympic sport since the 1984 New York (and Stoke Mandeville) Paralympic Games.

Level / Committee(s)

Communications Officer (Africa, Americas, Asia-Oceania, Europe)
IFCPF Communications Committee

Reports to

IFCPF Communications Manager

Role Summary

To support IFCPF in the area of Communications; influencing our work as a member of the IFCPF Communications Committee and producing content for our platforms

Key Responsibilities

- Support IFCPF to achieve its vision, mission and values
- Identifying activities in countries within your region for IFCPF to promote
- Writing news items for the IFCPF website for activities within your region
- Sharing, retweeting posts showcasing CP Football and Frame Football activity
- Working with our IFCPF Ambassadors to help produce stories and items to share their voice
- Represent IFCPF at international tournaments and meetings with key partner organisations

Technical Competencies

Qualifications / Experience / Skills

- Have excellent English verbal and written skills
- Educated to degree level
- Previous experience working in a communications role
- Understanding and experience with international and Paralympic Sport
- Effectively lead and manage groups of people
- Excellent organisational and communication skills
- Experience using IT including Conference Calls, Intranets and Social Media

Role Related Competencies

Below competencies are from the IFCPF Guiding Behaviours:

High Performance	Level 1	Completes work to high standards
Teamwork	Level 1	Works co-operatively and values others' contributions
Partnerships	Level 1	Responds to partner demands
Communication	Level 1	Communication is clear and concise
Developing People	Level 1	Commits to self-improvement
Leadership	Level 1	Provides clear direction and decision making on business issues
Problem Solving	Level 1	Identifies solutions to problems

Further Details

Location

Home-based

Time Commitment

A minimum commitment of 2-3 hours per week will be necessary to undertake this role. IFCPF Communications Committee meetings will take place at least 4 times a year via conference call. Other contact (usually electronic or by telephone) will be necessary. In addition, there may be the opportunity to travel to tournaments, events and meetings representing IFCPF as agreed with the IFCPF Communications Manager.

Remuneration

This role is initially a voluntary position; however, all reasonable expenses will be covered in accordance with IFCPF's financial policy.

Written by

IFCPF CEO / Secretary General
February 2020

Date for Review

December 2021