

**APPOINTMENT OF SENIOR PERFORMANCE NUTRITIONIST**

**THE ENGLISH INSTITUTE OF SPORT LIMITED**  
**(with specific support to the World Class Performance programme of UK Athletics**

**BASED AT EIS AND UKA NATIONAL PERFORMANCE CENTRE, LEE VALLEY**

**THE ENGLISH INSTITUTE OF SPORT LIMITED**

**JOB DETAILS FOR CANDIDATES**

**CLOSING DATE FOR RECEIPT OF APPLICATIONS: 10<sup>th</sup> July 2009 @ 1pm (GMT)**

**INTERVIEW DATE: w/c 13 July 2009**

**(REF NO: LOE56.09)**

**English Institute of Sport**

***Making the Best Better***



**The English Institute of Sport (EIS), a subsidiary of UK Sport, is a nationwide network of support centres designed to foster the talents of our elite athletes - increasing their potential for medal winning success. Working hand-in-hand with elite performers, coaches and performance directors, EIS's sport science and sport medicine specialists offer cutting-edge assistance to help our athletes gain the extra edge.**

The EIS network of regional centres works in partnership with the national governing bodies of sport, UK Sport and government to enhance the training and preparation regimes of 'world class pathway' athletes and has a specific focus: delivering sport science and medical support services across the areas of sports medicine, physiotherapy, sports massage, nutrition, psychology, physiology, performance analysis, biomechanics, strength and conditioning and performance lifestyle support.

Led by Steve Cram, the former world mile record holder and Olympic medallist, the EIS offers integrated and seamless delivery of support services to athletes, able-bodied and disabled alike, working closely with all high performance partners to ensure a highly targeted approach to supporting elite sport.

The quality of service delivered is assured by the close relationship the EIS has developed with national governing bodies, performance directors, coaches and the athletes themselves. The strategy and ethos of the organisation is set by the national team.

The EIS operates under the directorship of Conor O'Shea who, along with the 250+ employees across the EIS network, embody the EIS ethos – making the best better.

With London 2012 on the horizon, there has never been a more exciting time to work in British sport, and with winning margins become smaller and smaller, there has never been a greater focus on the role of science, medicine and technology in achieving medal targets.

## JOB DETAILS

Job Title:	Senior Performance Nutritionist
Grade:	Level 3 or Level 4 (All Sciences)
Salary Scale:	£34,500 - £48,499 p.a / pro-rata – Level 3 £48,500 - £58,499 p.a / pro-rata – Level 4  Salary and Level subject to candidates skills and experience.
Hours of Work:	Such hours as necessary to carry out your duties. This will involve up to 22 hours over 3 days per week and will include working outside normal office hours at evenings and weekends and on Public Holidays.
Region/Department:	South
Employer:	English Institute of Sport Limited (referred to as the EIS).
Location:	The normal place of work will be the EIS and UKA National Performance Centre, Lee Valley, London. UKA and the EIS will, also from time to time require you to travel to and work at other regional and national offices as well as overseas
Responsible to:	UKA Senior Performance Nutritionist (endurance) EIS Named point of contact (to be confirmed)
Accountable to:	UKA Head of Sports Science and Medicine and Performance Nutrition Lead – South, English Institute of Sport
Responsible for:	n/a

## ROLE SUMMARY

The post holder will contribute to the achievement of the aims and objectives of the English Institute of Sport and UK Athletics through:

- Working closely with the UK Athletics Head of Sports Science and Medicine and the UKA Senior Performance Nutritionist (endurance) to drive and set the nutritional strategy for the sport and its key power and sprint athletes at its high performance sites
- Leading on the nutritionally-related clinical issues and the prevention of injury strategies to World Class funded power and sprint athletes
- Managing, delivering and developing the appropriate nutritional support services for World Class Programme endurance athletes
- Working with coaches, athletes and all science and medicine support services points to create an inter-disciplinary team delivering services to athletes and coaches in a world class high performance training environment

This role does involve training, supervising, working with and/or being in sole charge of children and young people.

The successful applicant will therefore be required to apply for a disclosure from the Criminal Records Bureau (CRB). A disclosure is an impartial and confidential document that details an individual's criminal record and where appropriate gives details of those who are banned from working with children.

Having a criminal record will not necessarily be a bar to obtaining a position.

## **Key Responsibilities**

- Manage, develop and deliver nutrition support programmes to power and sprint athletes to enhance elite performance in a variety of training and competition environments
- Oversee the nutrition support for UK Athletics within the EIS to ensure that the service effectively meets its commitments to athletes, coaches and the National Governing Body
- Develop a clear focus on strategies to aid training adaptation and endocrinology, along with dietary interventions and biochemical profiling and monitoring
- Work with other EIS and NGB staff in determining appropriate methods of implementing specific nutrition support, including educational programmes, individual consultations and group sessions as required
- Maintain a comprehensive, indexed database of work conducted with athletes and coaches
- Attend, contribute to and provide regular reports at appropriate meetings associated with the programme and to key stakeholders including other EIS colleagues and NGB staff
- Develop innovative and evidence based nutrition strategies, including development, implementation and monitoring of effective practice
- Actively participate in the evaluation of the nutrition service, with attention paid to dietary interventions, profiling and monitoring
- Provide support to the medical and other support staff through the implementation of nutrition strategies
- Attend camps and competitions as agreed with senior managers in UK Athletics
- Undertake any other reasonable duties for senior managers and other colleagues as requested
- Be actively involved in ad hoc projects and relevant applied nutrition research across the organisation as appropriate
- Attend national and regional meetings and workshops, training courses and visiting national and regional sites on occasion and as appropriate
- Work within the rules of the UK Professional Code of Conduct, professional confidentiality, standards and guidelines and, where appropriate, the EIS host agency
- Any other duties as may be requested.

The post holder shares with all colleagues the responsibility:

- i. for making suggestions to improve the working situation and contribute to positive employee relations within their area of work and the EIS as a whole;
- ii. to cooperate with measures introduced to ensure there is equality of opportunity in employment and sports equity; and in addition for post holders with a management

- responsibility to encourage their staff to ensure that they comply with all aspects of the equal opportunities in employment and sports equity policies and practices.
- iii. for ensuring that the working environment is free of sexual and racial harassment and intimidation and any other form of harassment constituting unacceptable behaviour which is personally offensive.
  - iv. to comply with all aspects of the EIS Health and Safety Policy and Arrangements and, in addition, for post holders with a management responsibility to encourage their staff to ensure that they also comply with all aspects of these arrangements.
  - v. to comply with all aspects of any codes of conduct that might apply by virtue of the EIS having a presence in facilities operated by third parties.

**This job description is not to be regarded as exclusive or exhaustive. It is intended as an outline indication of the areas of activity and will be amended in the light of the changing needs of the organisation.**

## PERSON SPECIFICATION

The person specification describes the knowledge, skills, aptitudes, experience and qualifications that the English Institute of Sport deems as necessary for successful performance in the job role.

### 1. QUALIFICATIONS

#### Essential

- A qualification at degree level (or equivalent) in an appropriate subject.
- Registered Nutritionist or Dietitian (or equivalent)
- A qualification at a higher degree level (MSc or equivalent)

#### Desirable

- Accredited Sports Dietitian, recognised Sports Nutritionist (or equivalent)
- An internationally recognised post graduate qualification in sports nutrition e.g. IOC Diploma in Sports Nutrition
- ISAK Level 1 accreditation
- Chemistry A level (or equivalent).
- A PhD (or equivalent) in an appropriate subject (essential at Level 4)

### 2. EXPERIENCE

#### Essential

- Extensive, demonstrable experience in the provision of nutrition support to athletes and coaches to improve performance. This experience should include extensive work with national teams and their athletes, ideally within track and field
- Demonstrated ability to analyse a range of sports in relation to their nutrition needs in order to develop, implement and evaluate nutrition programmes for individual athletes within these sports
- Experience of and ability to modify nutrition programmes according to the results of assessment data, in conjunction with coaches and other support staff
- Experience of the implementation of weight loss and gain strategies in support of performance outcomes
- A verifiable record of working within a multi-disciplinary team in the delivery of nutrition services to high performance sport
- Experience of developing and implementing innovative ideas and putting them into practice, including working in an applied and integrated manner
- Experience of strategic planning, implementation and monitoring of nutrition services to high performance athletes

- Experience of dealing with national performance programmes within national governing bodies of sport
- Experience working with and supporting a team at a major international competition at senior or junior level (e.g. Olympic or Paralympic Games, World or European Championships or Commonwealth Games)
- Reflective experience of utilising nutrition techniques in a strategic manner to enhance the performance of elite athletes
- A proven track record in academic and/or applied research in the field of performance nutrition including presenting at national and international conferences

#### **Desirable**

- Demonstrated experience of working integrated within a high profile World Class level sport.
- Experience of reviewing, strategically developing and leading sports nutrition programs at NGB or national level.
- Post graduate experience of mentoring/training dietetic/nutrition professionals.

### **3. KNOWLEDGE**

#### **Essential**

- An understanding of the needs of elite athletes and coaches in a high performance environment.
- A thorough understanding of the various sports science and medicine disciplines.
- An understanding of critically appraising scientific methodology and data.
- Detailed knowledge of nutrition support appropriate to the needs to high performance athletes both in training and competition.
- A comprehensive knowledge and understanding of the use of nutrition supplements and ergogenic aids.
- Knowledge of nutrition programs appropriate to track and field
- Understanding of the coaching and training process and also of athletic performance in terms of periodisation and peaking

#### **Desirable**

- An in-depth and comprehensive knowledge of the science that supports sport nutrition
- An understanding of the practitioner role and models of performance nutrition service delivery in elite sport
- Demonstrated experience in the ability to use clinical/scientific reasoning in the high performance sport setting.

### **4. SKILLS AND ABILITIES**

#### **Essential**

- Ability to implement innovative ideas and influence athlete and coach support programmes that impact on performance
- Ability to work under pressure

- Ability to prioritise own workload and that of colleagues
- Ability to balance conflicting demands and tight deadlines
- Excellent problem solving and decision making skills
- Ability to communicate fluently, in English
- Ability to communicate complex data in terms that are easily understood by a wide range of audiences
- Excellent presentation and communication skills that can motivate behavioural change to have a positive impact on performance
- Ability to work effectively with colleagues both within the EIS and from other organisations
- Committed to the development of the EIS performance nutrition service
- Skill in fostering productive relationships with high performance staff within national governing bodies of sport

#### **Desirable**

- Ability to reflect, evaluate own and others work
- Ability to facilitate and deliver applied research in the high performance environment
- Ability to manage a budget including cost effective service delivery.

#### **5. PERSONAL DISPOSITION**

- A positive attitude to Information Technology in carrying out the responsibilities of the post
- Personal commitment to continuous personal professional development
- Team player
- Open minded with a view to adopting new practices
- Highly motivated with a passion for high performance sport
- Personal integrity and the ability to invoke trust and respect from others.

#### **6. OTHER CONSIDERATIONS**

- An understanding and commitment to equal opportunities in employment and sport
- An understanding of individual responsibility in complying with the Health and Safety policies and arrangements of the EIS and all relevant partners
- Ability to work irregular and unsocial hours as required involving work outside normal office hours, at evenings, weekends and Bank Holidays
- Ability to travel within the region and throughout England, including occasional overnight stays
- Ability to travel abroad with teams if required
- An understanding of and commitment to fair play and all national and international anti-doping policies as enforced by national governing bodies, international federations, Olympic Associations and other relevant organisations.

## APPLICATION AND SELECTION PROCESS

### APPLICATION

Please apply by sending a copy of your CV with a covering letter outlining why you believe you are the person for this role to the following address quoting reference number **LOE56.09**

Senior Business Administrator  
English Institute of Sport  
Birmingham High performance Centre  
Alexander Stadium  
Stadium Way  
Perry Barr  
Birmingham  
B42 2LR

You may, if you wish, e-mail your application to us at [jobs.wmidlands@eis2win.co.uk](mailto:jobs.wmidlands@eis2win.co.uk).

**Please note the closing date for receipt of applications is 10<sup>th</sup> July 2009 @ 1 pm (GMT).**

### SECONDMENTS

If you are interested in applying for this post on a secondment basis, please indicate this clearly on your application form. Details of secondments will then be discussed with individuals

### SELECTION

Short listing will take place as soon as possible following the closing date. Please could you indicate clearly on your application a telephone number where you can be contacted during office hours (i.e. 9am – 5pm Monday to Friday). You should presume that you have not been successful if you have not heard from us within 4 weeks of the closing date.

Whilst provisional dates have been set for the recruitment and selection timetable, we may need to be flexible in varying the dates and possibly location of interviews to take account of the individual requirements of candidates and specifically those travelling from overseas.

It is likely that the selection arrangements will only be confirmed following short listing when the requirements of candidates being called to interview can be more clearly assessed. **However it is intended to hold interviews for this post during w/c 13<sup>th</sup> July 2009.**

### EQUAL OPPORTUNITIES

The English Institute of Sport is committed to the promotion of equality of opportunity in all fields. As an equal opportunities employer, the EIS intends that no job applicant or employee shall receive less favourable treatment because of gender, gender re-assignment, marital or family status, age, disability, ethnic origin, creed, sexual orientation, Trade Union membership, or by any other condition or requirement which cannot be shown to justifiable.

### FURTHER INFORMATION ON THE ENGLISH INSTITUTE OF SPORT

If you would like further information on the English Institute of Sport please refer to the EIS website [www.eis2win.co.uk](http://www.eis2win.co.uk).