

# UNION INTERNATIONALE DE PENTATHLON MODERNE - UIPM



**Patron:**  
His Majesty  
King Constantine

**Honorary President:**  
His Serene Highness  
Prince Albert II of Monaco

Ref. No. 2014/UIPM/SD\_HQ

***By e-mail only***

18<sup>th</sup> March 2014

Cc: All National Federations

UIPM – Union Internationale  
de Pentathlon Moderne  
Stade Louis II 13, Avenue  
des Castelans MC 98000  
Tel. +377 9777 8555

Dear All,

It is with regret that I have to inform you that for personal reason our colleague and friend Luca Baracchi, in his role as Projects and Sport Development Manager, has to leave the UIPM family.

It is very sad news for us at UIPM HQ but in the spirit of our Union we want to see the bright side of it and to continue the work Luca did for the next person taking this adventure with us.

As UIPM Secretary General who responsible for the administration of our offices and headquarter in Monaco, together with UIPM President, we would like to notify you all, our dearest colleagues and friends, Presidents of National Federations and all members that UIPM is in search of a new Project and Sport Development Manager to take Luca's position with immediate effect, starting from April the 14<sup>th</sup> Monday 2014 (**closing date for applications 31<sup>h</sup> of March**).

The role is described in the second page of this letter for your reference.

We would kindly ask you to notify me at [shinyfang@pentathlon.org](mailto:shinyfang@pentathlon.org) and our administration office at [uipm@pentathlon.org](mailto:uipm@pentathlon.org) in order to start an immediate internal selection process to cover such post.

We look forward to hearing from you and I very much appreciated Luca's support and we all wish him all the best for his future endeavours.

With kindest regards,

Sincerely yours,

Ms Shiny Fang  
Secretary General

# UNION INTERNATIONALE DE PENTATHLON MODERNE - UIPM



## PROJECTS and SPORT DEVELOPMENT MANAGER

### JOB DESCRIPTION

#### Key Responsibilities

- To launch and manage any initiatives of UIPM Development Plans.
- To manage, develop and improve current UIPM Development Programmes such as
  - Developing youth camps and technical supports for individual countries.
  - Creation of new Modern Pentathlon Federations
  - Certification courses for National Federation Coaches
  - Development competitions such as World School Biathlon, Biathle, Triathlon and Tetrathlon
- To develop new projects and ideas for UIPM Development
- To manage Olympic Solidarity and other funding programmes
- Create an integral and comprehensive marketing and sponsorship plan in coordination with UIPM partners and stakeholders
- Work with the UIPM Communications Manager to increase media presence and sponsorship at UIPM events
- To proactively identify and source new business

#### Knowledge, Skills and Abilities:

- Educated to University degree level preferably in the fields of sport management
- Minimum of 3 years of experience in the field of sport and event management in major sporting events or organization
- Any other relevant sport industry experience is an asset
- Experience in policy development, project management, knowledge transfer
- Implementation and monitoring of all levels of sport projects
- A solid knowledge and understanding of the international sports community

#### Preferred Skills:

- Strong organizational skills with the ability to set and manage priorities and cope with a demanding workload
- Strong interpersonal skills with the ability to communicate effectively at all levels
- The ability to work both independently and as part of a team.
- Problem solving skills
- High level of attention to detail
- Willingness to travel and flexibility
- Enthusiastic and motivational

#### Languages:

English is the official language of the UIPM.

Working knowledge of other languages will be also important such as French, Spanish, German, and Russian, etc.

#### Other Skills:

Excellent computer skills (Microsoft Office) is required, as well as ability to keep abreast of technological developments in the field of business management

**Deadline for Applications: 31th Mar 2014 GMT+1**