

# This is JUDO

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## Head of Performance and Pathway



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# Job Description

<b>Job Title:</b>	Head of Performance and Pathway
<b>Responsible To:</b>	Chief Executive Officer (CEO)
<b>Location:</b>	Sport Wales National Centre, Cardiff, CF11 9SW (with flexible working arrangements considered)
<b>Hours:</b>	37 hours per week.
<b>Salary:</b>	£40,000 per annum.
<b>Contract Type:</b>	Permanent full-time contract, subject to a 6-month probationary review.

## About Us

The Welsh Judo Association (WJA) is the National Governing Body for the sport of judo in Wales, based at the Sport Wales National Centre in Cardiff. We are passionate about creating opportunities for individuals to thrive in the sport — from grassroots through to elite performance. Working in partnership with clubs, coaches and national and international bodies, we are committed to delivering impactful programmes, world-class coaching, and a positive performance environment for Welsh judoka to succeed on the biggest stages.

## Our Strategy

Our strategy for the period 2023-2026 seeks to build a better society by embracing the core values and principles of Judo to enable Judoka and the communities they serve to reach their full potential. Ultimately, our ambition is to be a leading sport in Wales for empowering individuals and transforming society. Underpinning our strategy are 3 priorities:

1. Participation: broaden exposure and access for everyone to have a positive experience of judo.
2. Performance: achieve success at every level, now and in the future.
3. People: foster a united judo community through strong leadership, connections and education.

To achieve these priorities, we have set out several initiatives within our strategy, as well as specific enablers such as good governance at every level, enhanced communication and better accountability and empowerment.

## Important Note

The WJA is due to commence a process of developing its next Strategic Plan towards the latter stages of 2026. Whilst delivering the current Strategic Plan remains a priority to the WJA, **candidates are advised to submit applications based on the requirements of this Application Pack, rather than focusing solely on the performance and pathway aspects of the current Strategic Plan.** The WJA intends to fully audit its current performance and pathway arrangements and the successful applicant will play a

leading role in setting the future direction of the governing body's performance and pathway function.

## **Job Purpose**

The introduction of the Head of Performance and Pathway role signals a new and strategic approach to how the WJA will lead its performance ambitions beyond the Glasgow 2026 Commonwealth Games. This senior role goes far beyond coaching, with responsibility for shaping the vision, culture and systems that drive sustainable success in Welsh judo, while placing athlete and staff wellbeing at the core.

Working closely with the Chief Executive Officer, Performance Committee and Sport Wales, you will work alongside an external reviewer to produce a full review of the WJA's performance and pathway operations and design a new strategic and operational framework aligned to the next Strategic Plan. You will oversee the entire performance pathway, ensure transparent and effective systems for athlete development and selection, lead and develop coaches and act as a senior ambassador for Welsh judo across national and international forums.

With a new Strategic Plan launching in 2027, this role offers a rare opportunity to lead ambitious, values-led change and position Wales as a force within the sport.

## **Key Responsibilities**

### **Strategic Governance & Leadership**

1. Lead a positive, high-performance culture with athlete and staff welfare at its core.
2. Oversee the development of a Performance and Pathway Strategy to align with the development of the WJA's next Strategic Plan.
3. Serve as a member of the WJA's Performance Committee.
4. Hold accountability for the WJA's performance and pathway programme budget.
5. Define, monitor and report against agreed performance outcomes, KPIs and investment expectations.
6. Actively identify and manage strategic, operational and welfare-related risks within the performance system.

### **Performance & Pathway Delivery**

7. Participate in the development of the full pathway, from pre-cadet through to senior performance athletes.
8. Collaborate with and provide guidance to clubs and coaches to develop a competition schedule for pre-cadet, cadet, junior and senior athletes.
9. Review and enhance robust systems and selection criteria for performance and pathway athletes, ensuring consistency and transparency of decision making that is clearly understood.
10. Play an active role in GB selection panel meetings for cadet, junior and U23 Championships.

11. Monitor and support the Welsh element of the Olympic potential pathway.

## **Coaching & Workforce Development**

12. Prepare athletes and travel to domestic and international competitions and camps to lead on mat-side coaching responsibilities as required.

13. Serve as the lead coach for performance athletes, including the development of Individual Action Plans (IAPs) for athletes.

14. Develop and implement a Future Coach Development Plan to identify the next generation of Welsh judo coaches (e.g. existing coaches within clubs who aspire to coach at a national level or retiring athletes who demonstrate strong alignment with the WJA's culture and values).

15. Manage, lead and mentor identified Pathway and Performance Coaches, creating a thriving coaching environment that ensures consistency in coaching philosophy and delivery and champions compliance with safeguarding, anti-doping and health and safety.

16. Identify and establish a range of specialist support services to enhance the development of performance and pathway programmes (e.g. strength and conditioning, nutrition, performance analysis, psychological and wellbeing support).

17. Explore modern analysis approaches to maximise athlete knowledge and preparation.

## **Athlete Welfare, Safeguarding and UKAD**

18. Promote and protect clean sport with overall responsibility for adherence to the UKAD Assurance Framework.

19. Ensure that safe practices are always maintained in line with CPSU, ACT, British Judo and Sport Wales safeguarding standards.

20. Champion ethical practice, athlete wellbeing and duty of care across all programmes.

## **Partnerships & Stakeholder Engagement**

21. Explore wider innovative partnerships that can strengthen the development of the WJA's performance and pathway operations.

22. Establish and nurture strong relationships with Welsh judo clubs and explore methods in which clubs can play a structured role in the development of athletes.

23. Foster and enhance relationships with key stakeholders, including Sport Wales, British Judo, Home Nations judo NGBs, Team Wales and other NGBs in Wales.

24. Work closely with Team Wales to ensure the WJA's preparedness for future Commonwealth Games participation (if selected as a participating sport).

25. Serve as the lead WJA representative at all performance and pathway related meetings with Sport Wales and British Judo.

## Operations & Communications

26. Collaborate with the Participation and Performance Co-Ordinator to arrange logistics for competitions and camps, including travel, accommodation, compliance and athlete wellbeing.
27. Work closely with the WJA's Social Media and Content Creation Intern to ensure transparency of relevant performance and pathway information and to recognise athlete success and raise the profile of judo in Wales.
28. Provide input to develop British Judo's annual calendar for training and competitions, complimented by the WJA's calendar.

## Job Requirements

1. Enhanced DBS disclosure.
2. Right to work within the United Kingdom.
3. Able and willing to travel overseas and domestically to events and wider activities.
4. Able to occasionally work unsocial hours, including evenings and weekends with overnight stays when required.

This description is not 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 association.

## Person Specification

Education & Qualifications	Essential	Desirable
L3 or higher judo coaching qualification.	✓	
IJF Academy Qualification or Master Coach.	✓	
Degree or professional qualification in a sport related discipline.		✓
Skills and Abilities	Essential	Desirable
Strategic and operational planning and monitoring experience.	✓	
A deep knowledge and understanding of the skills that are required to perform at the highest levels.	✓	
A deep understanding of ethical principles to ensure athlete wellbeing.	✓	
Exceptional communication skills with the ability to develop connections with athletes and coaches, having a level of openness and confidentiality that builds understanding, rapport and trust to help others reach their potential.	✓	

The ability to self-reflect and recognise viewpoints through a variety of lenses.	✓	
Demonstrable values aligned to judo's moral code: respect, modesty, friendship, courage, courtesy, honour, honesty and self-control.	✓	
Visionary leader with the ability to drive change and innovation.	✓	
Understanding of, and commitment to equality, diversity and inclusion.	✓	
A team player, with a person-focused approach and with the ability to work independently as well as with others.	✓	
Excellent collaboration and communication skills.	✓	
Willingness to travel, overnight stays, work weekends and/or evenings where appropriate.	✓	
Ability to work effectively with volunteers and staff.	✓	
Ability to communicate in Welsh Language or willingness to learn.		✓

Knowledge and Experience	Essential	Desirable
Proven ability to lead and inspire high-performing and developing athletes.	✓	
Experience of athlete monitoring across technical, physical, tactical and behavioural areas.	✓	
In-depth understanding of Olympic and Commonwealth performance and operational environments.	✓	
Highly competent with IT (including Microsoft Office suite).	✓	
Enhanced DBS certification.	✓	
Experience and understanding of judo; technical, development and performance aspects.	✓	
Experience in using data and insights to drive improvements in a performance and pathway setting.		✓
Experience managing change or redesigning performance systems.		✓
Experience contributing to funding reviews or investment processes.		✓

## Application Process

To apply for this role, please send a CV and covering letter detailing your skills, personal qualities and experience to:

Ben Jeffreys, Chief Executive Officer

Email: [ben.jeffreys@welshjudo.com](mailto:ben.jeffreys@welshjudo.com)

**Closing date for applications: 12:00pm on 20<sup>th</sup> May 2026**

**Please note that applicants being short-listed will be contacted by: 25<sup>th</sup> May 2026.**

**Interviews are expected to take place the week commencing 8<sup>th</sup> June 2026.**

## Selection Process

After the closing date, the selection panel will review all applications against the person specification. Shortlisted candidates will be invited to the next stage of the recruitment process, which may include a practical assessment and interview.

The WJA is an equal opportunities employer and positively encourages applications from suitably qualified and eligible candidates regardless of age, disability, gender reassignment, marriage and civil partnership, sexual orientation, pregnancy and maternity, race, religion, belief and gender.

To support our commitment to equity, diversity, and inclusion, we ask all applicants to complete a short Diversity Monitoring Form when submitting their application. This information is anonymised and used only to help us understand and improve the reach of our recruitment practices.

As you will see from the Diversity Monitoring Form, we also provide a Guaranteed Interview Scheme for candidates from under-represented groups.