

Founded on 14th April 1900 in Paris, the Union Cycliste Internationale (UCI) is the world governing body for cycling. Its mission is to develop and supervise cycling in all its forms and for everybody, as a competitive sport, as a healthy recreational activity and as a means of transport and having fun. Additionally, the UCI promotes a number of its own events, including the UCI Road World Championships, an iconic annual event, and a wide range of other UCI World Championships and World Cups across the various disciplines. It is based in Aigle, Switzerland, at the UCI World Cycling Centre.

To join its Sports Department, the UCI is seeking a:

Road World Championships and Mass Events Manager (100%) English - French

Mission

Reporting directly to the Sports Director, the Road World Championships and Mass Events Manager will be responsible for all aspects of the UCI Road World Championships and act as the central point towards all the other departments within the UCI.

He/she will work closely with the UCI Leadership to develop the necessary monitoring processes of the UCI World Championships.

Main responsibilities and tasks

UCI Road World Championships:

- To act as an interface between the UCI and the organising committee to ensure that contractual requirements are met correctly and to maintain a close and ongoing relationships with the organising committee.
- To be responsible for all elements before, during and after the event through energetic and efficient coordination of all UCI departments (Sport, Marketing, Communications, Finance), external service providers and the assets provided by the local organising committee.
- To act as the overall project manager and main contact point for all internal and external stakeholders.
- To manage the post event aspects (debrief, knowledge transfer)
- To be responsible for all contractual aspects including the financial obligations, payment schedules, services and bank guarantees: invitation to tender, definition of the requirements, decision-making support, draft contract, follow-up.
- To manage the UCI Road World Championships budget.
- To manage the accreditation system in collaboration with the service provider.
- To coordinate the TV Production with the UCI TV Sport consultant: time slot, production arrangements, live information system, graphics.
- To manage the vehicle fleet in conjunction with the organising committee.
- To manage the bids in carrying out visits prior to the award of the event.

Mass Events

- To supervise external Mass Events partners in the delivery of UCI Gran Fondo World Series, UCI Gran Fondo World Championships, UCI Gravel World Series and UCI Gravel World Championships.
- To organise, manage and participate to the season's debriefings for both disciplines.
- To establish the UCI International Calendar for the UCI Gran Fondo World Series and UCI Gravel World Series.
- To establish the commercial representation agreements with agents/agencies in key markets/sectors.



Union Cycliste Internationale (UCI) has been EDGE 'Move' certified since January 2022. EDGE certification is the international reference standard for organisations in terms of gender equity. The UCI is the first international sports federation to be EDGE 'Move' certified.

Profile

- Higher professional experience in the sports sector, cycling more specifically
- Significant professional experience in the planning, organisation and delivery of major cycling events such as cycling world championships is of key importance to succeed in this role
- Significant experience in marketing and broadcast
- Significant project management experience related to cycling event planning and management
- Strong organisational skills and ability to manage several files simultaneously
- Strong ability to work in a team and build strong relationships with colleagues and external partners, in an international environment
- Strong influencing skills
- Adaptability
- Good knowledge of MS Office (Excel, Word, Powerpoint, Outlook)
- Passionate about sport in general and cycling in particular
- Willingness to travel extensively (weekends included).

Start date: immediately or to be agreed.

Join us and you will have every opportunity to use your skills, to be involved in current sporting activities and to contribute to the success of a modern and dynamic organization. If you are interested in this position and you meet the criteria outlined in the profile, please e-mail your application and supporting documents (covering letter, CV, employment references and qualifications) to job@uci.ch.



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