

WDSF GENERAL SECRETARY (100%)

The World DanceSport Federation is searching for a new General Secretary.

About WDSF:

The World DanceSport Federation (WDSF) is the international federation recognized by the International Olympic Committee that governs all DanceSport disciplines. It presents the DanceSport Discipline Breaking in the Summer Olympic Games 2024 in Paris. The World DanceSport Federation was founded in 1957 and has its seat in Lausanne, Switzerland. 91 national DanceSport federations located on five continents are members of the World DanceSport Federation.

Work Description:

The WDSF General Secretary ensures a professional management of the World DanceSport Federation and a robust governance for the sport, excellent levels of service for members and continued promotion and development of DanceSport for all levels. The successful candidate will be working closely with the WDSF President, Vice-Presidents, Members of the Presidium, Consultants, WDSF Commissions and the Directors (if applicable (Sport/Communication etc...)). The WDSF General Secretary leads the WDSF Office in Lausanne with a staff of up to three persons. The General Secretary organizes and manages the business processes of the WDSF.

The WDSF General Secretary's Office is the first point of contact to the national federations and other stakeholders on all administrative questions and it secures that all requests are followed up with the appropriate departments. The WDSF General Secretary's Office also provides administrative support to the WDSF Presidium whose members are mostly working in an honorary capacity.

Job requirements:

A Bachelor degree in sports management would be advantageous, or similar professional experience.

Experience in managing and leading a small team and in project management.

Working experience in a sports organization at a national or international level.

Ability to think strategically and ability to communicate with various stakeholders from various cultural backgrounds. Open minded to find unconventional solutions and compromises on challenges an international federation faces.

Very good language skills in English (minimum requirement preferably CEFR: C1 level).