



The European Volleyball Confederation (CEV) is the institution responsible for governing 56 National Federations throughout Europe and is recognised as such by the Fédération Internationale de Volleyball (FIVB).

Our ultimate goal is to promote Volleyball and Beach Volleyball and to raise the status of our sport to a higher level. Whether the game is played indoors or on sand, Volleyball connects and brings people together from children playing in their free time up to professional and elite athletes.

We cultivate a strong sense of togetherness with all stakeholders, the Member National Federations, their national leagues, clubs, players, coaches, organisers and other partners of European Volleyball, from grassroots level to the top events.

We are currently looking to recruit a:

Volleyball Coordinator

Location: Luxembourg

Type of contract: Full time - Permanent

Department: Volleyball Department

Reporting to: Head of Volleyball

Salary: Competitive

Start date: Mid-January 2026

The Role

As a member of the CEV Volleyball Department, the Volleyball Coordinator will be responsible for coordinating, planning, monitoring, and delivering the CEV Volleyball competitions.

Responsible for:

- Delivering CEV Clubs, National Teams, and Age-Group competitions.
- Ensuring the proper running of the CEV competition throughout the CEV Competition Management Software.
- Developing proposals for the improvement of CEV competitions.
- Anticipating and coordinating any competition issues.
- Liaising with all CEV Stakeholders by providing support and training.
- Monitoring the matches and troubleshooting.
- Acting as match support and operating on-call service for all volleyball competitions when required.
- Creating, approving, and confirming the relevant competition forms, database maintenance and improvements.
- Carrying out various administrative tasks (drafting letters, composing Official Communications, preparing meetings, etc.).
- Dealing with the CEV Officials' appointments.
- Proposing changes to the CEV Regulatory Framework and executing those after BOA decisions.
- Collaborating with other CEV Departments.

Requirements:

- Profound knowledge in Volleyball competitions systems, rankings, etc.
- Minimum of three years of experience in working for a National Federation, League, Volleyball club or other sports organisations.
- BA, BSc or equivalent degree in a relevant field (Sports Science, Management, etc.).
- Proficiency in MS Office and knowledge of project management platforms.
- Experience in international work environments and intercultural communication.
- Interest in working in a dynamic and international sports environment.
- Flexible in working hours – which may include evenings and weekends when required.

Languages

- English proficiency in both speaking and writing. Any other European language is a plus.

Soft skills

- Strong communication, presentation, analytical and problem-solving skills.
- Highly collaborative and able to work with both internal and external stakeholders.
- Ability to prioritise and manage high workload.
- Self-motivated and with strong work ethics and a sense of pro-activity.
- Ability to act on own initiative and to make decisions unassisted.
- Organised and having an eye for detail.
- Ability to work in a challenging and multi-cultural environment.
- High level of accountability and ownership of action for the assigned projects.

If you are a highly talented professional, wishing to further your career in an exciting, professional and international environment, we encourage you to send your **CV and motivational letter (ML)*** in English to:

Confédération Européenne de Volleyball

Mrs Annemiek van Baarsen – HR and Office Manager – jobs@cev.eu

****Please save your documents as follows: Last name-first name-CV and Last name-first name-ML.***

Deadline for Applications: 5 October 2025