



## **Swim Ireland Get Ireland Swimming National Co-Ordinator**

Swim Ireland, the National Governing Body for Swimming, Diving, Water Polo and Open Water Swimming in Ireland is seeking a Get Ireland Swimming Co-Ordinator to join our team following a successful application for investment from the Department of Health and Pobal Fund (administered through Sport Ireland). As part of our four-year strategy, this post will be integral to the development of Swim Ireland's Participation Strategy which encompasses the National Physical Activity Plan's action to "Get Ireland Swimming". This is a one- year contract with capacity for continuation into 2019 and beyond.

The ideal candidate will have an aquatics and/or participation background, with knowledge of sport in Ireland and at least 3 years' relevant experience.

**Contract Type:** 1 Year full time

**Salary:** €32K

**Roles & Responsibilities:** Attached

**Location:** Swim Ireland head office. Due to some travel involved, a current full driving licence and own car is essential

**Interviews:** Interviews for shortlisted candidates will take the week of the 9<sup>th</sup> October 2017. (The successful candidate will need to be available to start work by the end of October.)

**Closing date:** Applications must be received no later than 5pm on Friday the 6<sup>th</sup> October 2017

If you would like to apply for the role of Get Ireland Swimming Co-Ordinator as indicated above, please send a CV outlining your qualifications and experience, a letter outlining your suitability and match to the requirements, together with the names and contact details of two people (Relatives or friends will not be accepted) who can comment on your suitability for this position (including your current or most recent employer). Referees will not be contacted without your permission.

Applications should be sent to [pr@swimireland.ie](mailto:pr@swimireland.ie) or by post to Swim Ireland Participation Manager Trish Mayon, Swim Ireland, Irish Sport Hq, National Sports Campus, Blanchardstown, Dublin 15.

For further information on the role, please see the detailed job description and person specification and/or contact Trish Mayon, Participation Manager: [pr@swimireland.ie](mailto:pr@swimireland.ie) +353 (0)86 8094786

Swim Ireland is an equal opportunities employer and all applications will be treated in strictest confidence.

Successful candidates will only be offered the position subject to satisfactory Garda Vetting and completion of Safeguarding requirements.



**SWIM IRELAND GET IRELAND SWIMMING NATIONAL CO-ORDINATOR JOB DESCRIPTION**

<b>Responsible to:</b>	Participation Manager
<b>Role</b>	To drive the development of Swim Ireland’s Get Ireland Swimming Programme under the National Physical Activity Plan. The GIS National Coordinator will be the lead in coordinating a swimming programme for schools, they will be the national data gathering centre from the programmes and will set and develop programmes, targets, support and evaluation.
<b>Responsibilities</b>	<p><b>Responsibilities for the GIS Co-Ordinator will include but are not limited to the delivery of the Swim Ireland Participation Strategy under the Sport Ireland/Pobal Fund to include the following:</b></p> <p><b>Get Ireland Swimming</b></p> <ul style="list-style-type: none"> <li>• Work to develop and deliver a ‘Get Ireland Swimming’ Strategy which will be presented under the National Physical Activity Plan</li> </ul> <p><b>Schools Swimming</b></p> <ul style="list-style-type: none"> <li>• Implement a schools specific Learn to Swim Programme that has its outcome as a targeted number of participants being able to reach swimming milestones</li> <li>• Manage and organise the delivery of the schools specific programme to a targeted number of schools and children</li> <li>• Develop and implement an Active Schools resource for swimming incentivising schools to support and deliver swimming</li> <li>• Recruit and Manage Get Ireland Swimming Activators in all four provinces (subject to funding).</li> </ul> <p><b>Stakeholders</b></p> <ul style="list-style-type: none"> <li>• Establish and develop links with local authorities, Local Sports Partnerships, swimming facilities, clubs, schools and others as required</li> </ul> <p><b>Education</b></p> <ul style="list-style-type: none"> <li>• Organise the delivery of aquatics based programmes to teachers</li> </ul> <p><b>Other Duties</b></p> <ul style="list-style-type: none"> <li>• Produce monthly reports detailing progress</li> <li>• Other duties as requested</li> </ul>



SWIM IRELAND GET IRELAND SWIMMING CO-ORDINATOR PERSON SEPCIFICATION

	Essential	Desirable
<b>Qualification</b>		
Relevant third level qualification to degree level in Sports Development, Sports and Recreation, Health Promotion or other relevant disciplines and at least 3 years of relevant experience or 4 years relevant experience	✓	
Minimum of a Level 2 Teaching/Coaching Swimming Qualification	✓	
Current and active drivers' licence	✓	
<b>Experience</b>		
At least 3 - 4 years' experience in the workforce (as above)	✓	
Experience of working within aquatic disciplines	✓	
An understanding of the sports and recreation environment and of motivating those sectors with lower participation characteristics to become involved		✓
Relevant experience in Sports/ Community Development/Health/physical activity/recreational development	✓	
Experience of working as part of a team	✓	
Experience of leading a project and seeing it through successfully	✓	
Experience working with young people	✓	
Experience of delivering successful programmes and/or events	✓	
Database use & budgeting	✓	
<b>Knowledge</b>		
Knowledge of sporting structures in Ireland and of the different sporting bodies including NGB,s, LSP's etc...		✓
<b>Personal Qualities and skills</b>		
Comprehensive presentation, literacy, numeric and IT skills (Microsoft Excel, Word, PowerPoint, Database)	✓	
Strong interpersonal skills including the ability to liaise with a range of personnel (such as swimmers, professionals, teachers, coaches, tutors and parents,) and build relationships	✓	
Self-motivated, organised, enthusiastic and committed	✓	
Ability to report effectively	✓	
Ability to work on own initiative, under pressure and to tight deadlines	✓	
A strong team player	✓	
<b>Other</b>		
Willingness to travel to and between a number of different work locations	✓	
Ability to communicate effectively in English	✓	
Willingness to work unsocial hours	✓	
A current work permit, where required	✓	