

## **DLR LEISURE SPORTS**

### **COMMUNITY SPORTS OFFICER**

#### **QUALIFICATIONS**

**CHARACTER:** Candidates shall be of good character.

**HEALTH:** Candidates must be in a state of health such as would indicate a reasonable prospect of ability to render regular and efficient service.

For the purpose of satisfying the requirement as to health it will be necessary for each successful candidate, before he/she is appointed, to undergo at his/her expense a medical examination by a qualified medical practitioner to be nominated by DLR leisure.

**EDUCATION, TRAINING, EXPERIENCE ETC:** Each candidate must, on the latest date for receipt of completed application forms must possess: -

- a) A relevant qualification – diploma level or equivalent in Sports and Recreation.
- b) Hold an N.C.T.C. recognised coaching qualification, & experience of working in a sports coaching environment is essential.
- c) Have at least two years' experience of working with young people, sports clubs, community groups, (young people) in a disadvantaged community setting.
- d) Have the ability to plan, co-ordinate & deliver sustainable sporting & recreational programmes especially in disadvantaged areas.
- e) Experience of working with voluntary and/or statutory sectors.
- f) Computer Literacy.
- g) A sound understanding of the sports development process.
- h) Knowledge of local, regional and national sports structures.
- i) Knowledge of physical activity promotion programmes and methods.
- j) Have a full clean driving licence, Class B, free from endorsements and have access to private transport.
- k) This position will require some weekend & evening work.

#### **JOB SPECIFICATION**

The position of Community Sports Officer will require a “hands on “ approach, working directly with at risk young people in Y.P.F.S.F. (Young Persons, Facilities & Services Fund) areas, designing and delivering sustainable sports programmes in their communities and increasing young people access to sporting and recreational opportunities.

The Community Sports Officer will also work closely with representatives from sports clubs, schools, community groups, statutory & non-statutory agencies throughout the county in order to target the “at risk” groups within communities.

**SALARY:** €30,000

#### **RECRUITMENT:**

1. Selection shall be by means of a competition based on an interview conducted by dlr Leisure
2. A panel may be formed on the basis of such interview. Candidates whose names are on the panel and who satisfy DLR Leisure that they possess the qualifications declared for the position and that they are otherwise suitable for appointment may within the life of the panel be appointed as appropriate vacancies arise.
3. The life of the panel will not be more than one year from the date of its formation.

4. DLR Leisure shall require persons to whom appointments are offered to take up such appointments within a period of not more than one month and if they fail to take up appointment within such period or such longer period as DLR Leisure in its absolute discretion may determine.
5. For the purpose of satisfying the requirement as to health it will be necessary for successful candidates, before they are appointed, to undergo a medical examination by a qualified medical practitioner to be nominated by DLR Leisure.
6. DLR Leisure will not be responsible for any expenses a candidate may incur in attending for interview.

**HOURS OF WORK:** The person appointed will be required to work a **39** Hour Week. Duties at weekends, at night, and on public holidays, as required, will be an integral part of the working week. Hours of attendance will, therefore, be variable. Extra remuneration shall not be payable for working on evenings, weekend. Appropriate rates will be paid for working Public Holidays.

**ANNUAL LEAVE:** Annual leave entitlement will be 23 days per annum on a pro-rata basis.

**HEADQUARTERS/REPORTING STRUCTURE:** The successful candidate will be based in one of the facilities run by DLR Leisure will be required to work on a county wide basis. The successful candidate will report directly to the Duty Sports Manager, DLR Leisure, or such other person as may be designated from time-to-time, on day-to-day activities.

**TRAVELLING EXPENSES** Travelling expenses at the appropriate rates may be paid as appropriate but subject to a fixed annual amount.

**PROBATION:**

- a) There shall be a period after such appointment takes effect during which such person shall hold office on probation;
- b) Such period shall be **1 year** but the CEO may, at his discretion, extend such period;
- c) Such person shall cease to hold such office at the end of the period of probation unless, during such period, the CEO has certified that the service of such person in such office is satisfactory.

**LOCATION & RESIDENCE:**

Holders of the office shall reside in the district in which their duties are to be performed or within a reasonable distance thereof. dlr Leisure reserves the right to assign Employees to any premises in use by the company, now or in the future subject to reasonable notice.

An applicant who withdraws his/her application at any stage of the competition will not be permitted to re-enter the competition at a later stage.

**The successful candidate(s) will be subject to Garda Vetting prior to appointment.**

**DLR Leisure reserves its right to shortlist candidates in the manner it deems most appropriate.**

**Note Re: Canvassing**

Any attempt by a candidate himself/herself, or by any person(s) acting at his/her instigation, directly or indirectly by means or written communication or otherwise, to canvas or otherwise influence in the candidate's favour, any member of dlr Leisure, or person nominated by dlr Leisure to interview or examine applicants will automatically disqualify the candidate for the position he/she is seeking.

If you are interested in applying for this position, please submit a detailed copy of your Curriculum Vitae, together with a covering letter. Closing date for completed applications is Friday 13<sup>th</sup> September 2019 at 4:30 p.m.

Please cut and paste the link below to apply.

**dIrl Leisure is an equal opportunities employer**