

5.3 Job Description

Provide an overview of the post by identifying the job title, who the post holder will be responsible to, the job purpose, and an overview of responsibilities:

Job Title:	GAA Community Coach
Responsible To:	Antrim GAA Games Development Manager
1.0 Job Purpose	
To deliver an integrated sports development programme to promote Gaelic Games via participation and school/club initiatives, with a particular emphasis on increasing participation by groups traditionally not involved in Gaelic Games.	
2.0 Specific Responsibilities	
<p>2.1 Deliver Physical Literacy 'Fundamentals' sessions in local clubs, in conjunction with club coaches;</p> <p>2.2 Deliver 'Go Games' coaching initiatives through blitzes in schools and clubs;</p> <p>2.3 Deliver Gaelic Games Coaching Camps during vacation periods at agreed venues throughout the Consortium, in liaison with the overall Ulster GAA programme;</p> <p>2.4 Deliver Gaelic Games coaching sessions specifically targeted at females and linked to continued participation at club level;</p> <p>2.5 Liaise with Disability Sport Northern Ireland and local groups to deliver an appropriate programme of Gaelic Games activities that specifically target participants with a disability;</p> <p>2.6 Liaise with Age Concern Northern Ireland and local groups to deliver a Gaelic Games programme that specifically targets older participants;</p> <p>2.7 To implement appropriate Health and Safety policies and procedures in order to ensure a safe, effective and friendly environment at all sessions;</p> <p>2.8 Promote and increase awareness of the Consortium's work and the community benefits gained;</p> <p>2.9 Ensure the implementation of effective monitoring and evaluation systems for the Active Communities programme;</p> <p>2.10 Liaise with relevant staff and volunteers to agree facility availability and access for the delivery of all sessions;</p> <p>2.11 Manage the equipment inventory purchased for the delivery of all coaching sessions;</p> <p>2.12 Liaise with other consortium appointments to plan and organise and annual 'Active Communities' event to complement delivery across all 4 council areas.</p>	
3.0 General Responsibilities	
<p>3.1 Provide the Antrim GAA Games Development Manager with concise progress reports relating to agreed monthly, quarterly and annual work programming schedules;</p> <p>3.2 Represent the Ulster GAA and Consortium at events or conferences as required;</p> <p>3.3 To maintain current knowledge of Governing Body and other relevant agencies programmes, policies, guidance and advice;</p> <p>3.4 Respond to general enquiries and deal efficiently with the administration</p>	

requirements of the post;

3.5 Commit to a programme of Continuous Professional Development (CPD) to ensure delivery and innovation of the highest levels;

3.6 Undertake any other duties as required within the remit of the post.

5.4 Personnel Specification

Provide an overview of the personnel specification associated with this post. Requirements should be categorised as essential and/or desirable

1.0 Qualifications & Attainments	
<u>ESSENTIAL</u>	<u>DESIRABLE</u>
<ol style="list-style-type: none"> 1. Minimum of 5 GCSE's (or equivalent) pass, including English and Mathematics; 2. Gaelic Games Coaching Qualification at Foundation Level in any Gaelic code; 	<ol style="list-style-type: none"> 1. HND/Degree level qualification in a sports related area; 2. Hold a valid First Aid Certificate; 3. Hold a Level One Gaelic Games Coaching Qualification;
2.0 Relevant Experience	
<u>ESSENTIAL</u>	<u>DESIRABLE</u>
<ol style="list-style-type: none"> 1. A minimum of 2 years sports coaching experience in a paid or voluntary capacity, ideally in a range of environments including schools/clubs/youth clubs/community settings; 2. Experience of organising / leading coaching sessions; 3. Experience of using a flexible and creative approach to coaching to engage groups not traditionally involved in Gaelic Games; 4. Experience of providing progressive coaching opportunities; 5. Experience of monitoring and evaluating the impact of sessions/programmes; 6. Experience of using Microsoft Office; 	<ol style="list-style-type: none"> 1. Experience of mentoring and/or supervising volunteers/assistant coaches; 2. Experience of using computers for managing databases;
3.0 Knowledge & Understanding	
<u>ESSENTIAL</u>	<u>DESIRABLE</u>
<ol style="list-style-type: none"> 1. Good knowledge of Gaelic Games in Ulster; 2. An understanding of Long Term Athlete Development (LTAD) and implications for coaching; 3. Ability to evaluate sessions and provide quality feedback to participants and volunteers; 4. Understanding the needs of target groups including females, people with a disability and older people; 5. A sound understanding of Child Protection and Health & Safety principles, policies and procedures; 	<ol style="list-style-type: none"> 1. An understanding of player pathways; 2. An understanding of school/club links and the education sector; 3. Awareness of sporting provision and priorities within the local area; 4. A knowledge of Sports Development including club and coach development;

4.0 Special Aptitudes

ESSENTIAL

1. Excellent communication and interpersonal skills;
2. Strong planning and organisational skills, including time management, prioritising workload and decision-making;
3. Self motivated with the ability to enthuse a wide range of participants;
4. Ability to manage a group of participants effectively;
5. Ability to work independently and as part of team;
6. Reliable and dependable;

DESIRABLE

5.0 Circumstances

ESSENTIAL

1. Ability and willingness to work unsociable hours, including evenings and weekends;
2. Hold a Full Drivers Licence and have access to own transport for work purposes;
3. Available and willing to undertake training necessary for the post;

DESIRABLE