

## Athletics Ireland seeks a Women in Sport Officer

Athletics Ireland seeks applicants for the position of Women in Sports Officer. The successful applicant will be tasked with implementing Athletics Ireland's strategy in this area.

Women in Sport is central to the work of Sport Ireland. Since 2005 the Sport Ireland Women in Sport Programme has funded a wide range of initiatives delivered by NGBs and LSPs to further the agenda of gender equality in sport. Sport Ireland has now renewed its commitment to women in sport through the development of a Women in Sport Policy. This Policy will serve as a guide for Sport Ireland's future work and investment in the area.

Sport Ireland has identified four target areas for immediate attention:

- **Coaching & Officiating**
  - Broaden the coaching base to include more women from grassroots to high performance.
  - Increase the number of women officiating.
- **Active Participation**
  - Significantly reduce the active sport participation gradient between men and women.
  - Reduce the drop-out from physical activity and sport in young girls.
  - Engage with women of a minority background.
- **Leadership & Governance**
  - Progress towards greater gender balance in Board membership of funded bodies.
  - Provide a pathway for women aspiring to become leaders of funded bodies.
- **Visibility**
  - Increase the visibility and profile of our female role models in sport.
  - Use the heroes of today to inspire the next generation of future Olympians and Paralympians.

Athletics Ireland is strongly positioned in the area of women's participation. Our membership is 53% female, and this is reflected throughout our competition structures. This role will underpin our successes and seek to expand the role of female members into all sectors.

### APPLICANT SPECIFICATION

#### Essential: -

- Level 8 qualification in a related area.
- Level 1 AAI coaching qualification or equivalent
- Have detailed knowledge of community athletics structures and clubs
- Possess excellent organisational and leadership skills
- Proven ability to work as part of a team
- Proven ability to think and plan strategically
- Possess excellent verbal and written communication skills
- Full clean driving licence with own transport

#### Desirable: -

- Level 9 qualification in a related area
- Level 2 AAI coaching qualification or equivalent or higher
- Qualified coach tutor

## **WOMEN IN SPORT JOB SPECIFICATION**

### **Overall Purpose of Position: -**

Athletics Ireland is committed to increasing women's sustained involvement in the sport as coaches, volunteers, club members, athletes, officials, advocates, leaders, and participants, from grassroots to the podium. The purpose of the role is to achieve this commitment, enhancing all aspects of sport through the involvement of women of all ages, abilities, and backgrounds.

The successful candidate will have responsibility for the implementation of current and future programmes, developing partnerships and coordinating between the relevant bodies involved in the development and promotion of women in athletics locally, regionally and nationally.

### **Specific Responsibilities:**

#### **Girls Squad**

This programme for Transition Year Students is focused on attracting new teenage girls to the sport while emphasising the health benefits associated with participation. The programme will include basic exercise activities and education on making healthy lifestyle choices for overall long-term development as an individual. It can help students choose the athletics strand for PE as a leaving cert subject. It will also impart the leadership skills necessary to form training groups as they go onto third level.

#### **Forerunners- Athletics Ireland Female Leadership Programme**

The Forerunners programme will equip female club officers and leaders in becoming more effective and efficient in their operations. The programme will have 3 parallel strands assisting female leaders in club development, coaching and communication & connectivity.

#### **Fit4Life:**

Fit4Life is an existing programme that has proven extremely successful. Based on the meet and train model it provides opportunity for recreational runners in a structured environment. There are currently over 150 groups and we will seek to grow this throughout the club network.

#### **Management Process**

- Report to the Director of Coaching and Development
- Adhere to all management processes as directed.
- Supply reports and statistics on dates as outlined.
- Strictly adhere to procedures of AAI in relation to financial matters

#### **PARTICULARS OF OFFICE: -**

- a) Remuneration will be dependent on experience and skill relevant to this job description.
- b) The post is fulltime at 37.5 hours per week. The post will be on a contract basis to the 31<sup>st</sup> of December 2020 with a review after six months.
- c) The post is Dublin based with travel as appropriate.



**RECRUITMENT:**

**How to apply for this post.**

Selection shall be by means of a competition based on an interview conducted by Athletics Ireland. Applications must be sent by email with the subject line of: **[ATTN: Women in Sport Officer]**. When applying by email, please provide a letter of introduction detailing your skills and experience relevant to the role and your Curriculum Vitae outlining your skills and work experience not later than **5pm on Friday the 16<sup>th</sup> of August 2019** to the Athletics Ireland Human Resources Manager at [kieronstout@athleticsireland.ie](mailto:kieronstout@athleticsireland.ie)