



Job Description & Person Specification

Bangor RFC Rugby Development Officer

Role Purpose:	To provide rugby development services on behalf of Bangor RFC and Bangor Grammar School, including to Primary schools, Secondary schools and Community organisations within the Bangor and North Down area.
Reporting to	Bangor RFC Director of Rugby
Key Relationships:	Bangor RFC Officers & Members Ulster Rugby Development Staff Bangor Grammar School Staff & Pupils Other Schools staff & pupils Local community organisations
Location:	Bangor RFC/Bangor Grammar School and local area
Contract Details:	37.5 hours per week Initial 6 Month Fixed term contract from date of commencement, with the possibility of extension subject to funding.
Salary:	Based on experience, please state salary expectations on application.

Key Responsibilities:

- Deliver coaching to Bangor RFC Teams and Players, and support the volunteer network of coaches working with the Club.
- Work with Bangor RFC to support volunteers and assist them with on field development.
- Visit Primary & Secondary schools with the aim of promoting and the game of rugby union, Bangor RFC and Bangor Grammar in a positive, safe & healthy manner.
- Deliver rugby participation programmes within community based settings and encourage linkages back to Bangor RFC.
- Support curriculum & extracurricular based rugby modules in Primary & Secondary schools within catchment area.
- Engage with Ulster Rugby Development Staff to support their rugby development activity, and integrate Club/School activities where appropriate.
- Completion of regular & ad hoc reports in a timely, accurate & competent manner as requested by the the Club/School, designated Club Contact & the Rugby Development Manager. Submission of these fully completed reports within agreed timescales.
- Maintain effective relationships with those detailed in Key Relationships.
- Portray a competent & professional image of the Bangor RFC/Bangor GS at all times.
- Maintain accurate and up to date records on all aspects of work.
- Fulfil all coaching & development obligations throughout the term of the contract.

The duties and responsibilities outlined above are not exhaustive and the post holder may be required to undertake additional duties to meet the needs of the organisation.

Essential Criteria

Applicants must, at the closing date for applications, be able to display and provide evidence of the following qualifications/training, experience, knowledge, skills/abilities and behaviours outlined below:

Qualifications	<ul style="list-style-type: none"> Children's Coach Award (IRFU Stage 1) or Youth Coach Award (IRFU Stage 2 LTPD Coaching Qualification) or equivalent. <p>OR</p> <ul style="list-style-type: none"> Applicants without either of these qualifications who hold either Senior Coach Award (Stage 3 LTPD Coaching qualification) or a minimum HNC (L4) qualification in a sport related academic course will also be considered if they are willing to undertake a Children's or Youth Coach Award (IRFU Stage 1 or Stage 2) course prior to commencement of employment.
Experience	<ul style="list-style-type: none"> Prior experience of interacting positively with either colleagues, club volunteers, school teachers, groups or children (either in a voluntary or paid capacity)
Knowledge	<ul style="list-style-type: none"> Understanding & commitment to the IRFU Child Safeguarding policy in relation to dealing with underage players
Skills & Abilities	<ul style="list-style-type: none"> Ability to interact positively with others Good communication skills Good organisation and time management skills Good administration skills with the ability to produce written reports to deadlines
Behaviours	<ul style="list-style-type: none"> Proven ability to work unsupervised Can appropriately use own initiative Self motivated Team player
Circumstances	<ul style="list-style-type: none"> Able to work flexible hours, including weekends & evenings Access to a form of transport that will permit you to meet the requirements of the post in full Be prepared to undertake an Access NI check Eligible to live and work in the UK
Physical	<ul style="list-style-type: none"> Be able to meet the physical demands of the role

Desirable Criteria:

Qualifications	<ul style="list-style-type: none"> Hold IRFU Coaching Qualification at Senior Coach (Stage 3 LTPD) or equivalent. Hold both IRFU Coaching Qualifications at Children or Youth (Stage 1 and 2 / Mini and Foundation) or equivalent
Experience	<ul style="list-style-type: none"> Demonstrable experience of coaching at Children's (Stage 1), Youth (Stage) 2 OR Senior (Stage 3 of the LTPD pathway): age 6-18 Previous experience in the delivery of sporting programmes to colleges, clubs & schools Previous experience of organising, managing & evaluating events

