



Dublin City University Office of Student Life (OSL) Rugby Development Officer (part time)

Background:

The Office of Student Life (OSL) provides a platform for the activities of the Students' Union, Clubs and Societies in Dublin City University. It facilitates funding, training, staffing and facilities provision to enable students to fully exploit the opportunities for learning through engagement with extra-curricular activities. It complements the academic mission of the University, thereby contributing to the holistic development of our students. September 2018 will see the opening of the purpose built, ultra- modern Student Centre, with world class facilities, providing excellent opportunity for student engagement, thereby enhancing the overall student experience.

Job Title:	Rugby Development Officer (part time)
Responsible To:	DCU Office of Student Life and DCU Sports & Wellbeing
Role:	<p>To facilitate the continued strategic development of Rugby at Dublin City University, by working with the men's and women's clubs to increase participation and sporting opportunities at performance and recreational levels. To also provide strategic direction to up to 5 prioritised DCU Sports Clubs. The Development Officer will also be involved with partnership initiatives involving the IRFU, Leinster Branch, local rugby clubs, schools, local authorities and community groups.</p>
Key Responsibilities	<ul style="list-style-type: none">● Promote the 4 sports objectives of the DCU Office of Student Life specifically for rugby:● Participation in rugby by as many students as possible (sport for all);● facilitating the development of the Men's & Women's Rugby clubs;● supporting elite Rugby players through the DCU Sport Scholarship Programme● developing student leaders● To create and implement a quality coaching programme, to maximise participation and performance of competitive teams;● Promote and increase awareness of Rugby within DCU and externally, via the delivery of a robust marketing campaign in conjunction with the DCU Access Service and DCU Recruitment Office;● To organise and deliver an innovative programme of 'Recreational Rugby' to attract new participants of all levels and create pathways for continued participation within student clubs;● To facilitate, as required by the student clubs, the administration function of Rugby within DCU;● To contribute to the development of Student Sport in DCU and to work with up to 5 prioritised sports clubs each year to guide their strategic development.

- To link with Leinster Rugby to position the delivery of DCU Rugby programmes within the wider sporting context and to attend the monthly Community Rugby Officer meetings of Leinster Branch;
- To implement appropriate Health and Safety policies and procedures in line with DCU and IRFU policies;
- Provide the DCU Office of Student Life and DCU Sports & Wellbeing with concise progress reports linked to agreed monthly and semester work programmes;
- Represent DCU Rugby at events or conferences as required;
- Perform other such duties related to the post as assigned from time to time by the DCU Office of Student Life and DCU Sports & Wellbeing

Personnel Specification

1.0 Qualifications & Attainments

ESSENTIAL

1. Leaving Certificate Qualification;
2. Hold a Level One Rugby Coaching Qualification;

DESIRABLE

1. HND/Degree level qualification in a sports related area;
2. Hold a Level Two Rugby Coaching Qualification;
3. Hold a valid First Aid Certificate;

2.0 Relevant Experience

ESSENTIAL

1. A minimum of 2 years sports development and coaching and experience in a paid or voluntary capacity, ideally in a range of environments including schools/clubs/community/third level settings;
2. Experience of contributing to club development plans;
3. Experience of using a flexible and creative approach to coaching to engage groups not traditionally involved in Rugby;
4. Experience of working effectively with Governing Bodies, schools, clubs and other community organisations;
5. Experience of monitoring and evaluating the impact of sessions/programmes;
6. Experience of using Microsoft Office;

DESIRABLE

1. Experience of mentoring and/or supervising volunteers/assistant coaches;
2. Experience of working in education and/or university

3.0 Competencies

1. Excellent communication and interpersonal skills;
2. Strong planning and organisational skills, including time management, prioritising workload and decision-making;

4.0 Circumstances

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;

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| <ol style="list-style-type: none"> 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; | |
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Details:

This is a 9 month contract position from mid – August 2018 to mid-May 2019. The post is renewable up to 2 years subject to satisfactory probation.

Salary: circa €20,000 for the duration on the contract.

Hours: Average of 25 hour per week, to include some evening/unsocial hours.

Place of work: Across all DCU campuses in Glasnevin, St Patrick’s Drumcondra and All Hallows.

To apply: Please send CV and a cover letter via email to sportsdevelopment@dcu.ie before 5pm on Thursday the 28th of June 2018.

Interviews for this position will take place on Tuesday the 10th of July 2018.

The successful candidate will be required to undergo Garda vetting.

This post is also supported by the IRFU.

This is not a Dublin City University post