

**GIBRALTAR SPORTS AND LEISURE AUTHORITY**

**JOB DESCRIPTION**

**Job Title:** Sports Leader - Part Time

**Responsible to:** Sports Development and Training Unit and the Sports Leader in Charge

**Hours of Work:** 15 hours per week (2<sup>nd</sup> July to 20<sup>th</sup> August 2021)

**Job Specification:**

**The main functions of the post are:**

- To plan, lead and evaluate the GSLA Summer Sport & Leisure Programme.
- To produce safe and enjoyable session plans for all activities and events in the programme.
- To lead and support Volunteers in the delivery of sports sessions for children over the summer period.
- To administer First Aid as and when required.
- To undertake the induction for the Summer Sport and Leisure programme.
- To take part in evaluation sessions of the programme.
- To undertake any other appropriate duties which the Sports Development Officer or his/her representative may require.

**Person Specification:**

<b><u>Criteria</u></b>	<b><u>Essential</u></b>	<b><u>Desirable</u></b>
<b>Qualification</b>	Must possess an Accredited Sports Specific Coaching Award (minimum Level 1) and/or Community Sports Leadership Level 2 Award.  Willingness to undertake First Aid training.	Holder of an accredited First Aid certificate
<b>Experience</b>	Must have written reference proving practical experience of coaching children in sporting and fun activities.	
<b>Knowledge</b>	Must have knowledge of the rules of popular sports.	

<p><b>Key Skills and Behaviours</b></p>	<p>Should possess leadership skills.</p> <p>Have good communication skills, both verbal and written.</p> <p>Able to work as part of a team and on own initiative.</p> <p>Must be self-motivated and able to motivate others.</p> <p>Willingness to take on responsibility.</p>	
<p><b>Attendance</b></p>	<p>Participation on and support on the induction training programme is mandatory (Friday 2<sup>nd</sup> July to Friday 9<sup>th</sup> July)</p> <p>Leave of Absence will only be granted to attend Graduation or to represent Gibraltar in Official International Competition.</p> <p>Successful candidates must be available to work from Monday 12<sup>th</sup> July to Friday 20<sup>th</sup> August 2021.</p>	
<p><b>Other requirements</b></p>	<p>Must adhere to the Gibraltar Government’s Health and Safety at Work Policy.</p>	