

GIBRALTAR SPORTS AND LEISURE AUTHORITY

JOB DESCRIPTION

Job title: Sports Deputy Leader in Charge

Responsible to: Sports Development & Training Unit

Hours of Work: 30 hours per week (30th June to 25th August 2023)

Job Specification:

The main functions of the post are:

- To undertake and support induction training for the GSLA Summer Sport & Leisure Programme.
- To be involved in the planning, organisation of the GSLA Summer Sport & Leisure Programme and liaise with Sports Development Unit in relation to progress.
- To support the Leader in charge, in the development of the day-to-day programme and rotations.
- To familiarise all leaders and volunteers in the aims and objectives of the daily programme.
- To work in partnership with the Stay and Play team to organise integration days.
- To support sports leaders and volunteers in the production of session plans and in the delivery of safe and enjoyable sports sessions for children over the summer period.
- To administer First Aid as and when required.
- To assist in the marketing of the Summer Sport & Leisure programme.
- To assist with the monitoring and evaluation of the programme.
- To undertake any other appropriate duties which the Sports Development Officer or his/her representative may require.

Person Specification:

Criteria	Essential	Desirable
Qualification	Must possess an Accredited Sports Specific Coaching Award (minimum Level 1) and/or Community Sports Leadership Level 2 Award or currently undergoing/completed a sports related degree. Willingness to undertake First Aid training.	Holder of an accredited First Aid certificate
Experience		Knowledge of Special Olympics Sport and

Job Description – Sports Deputy Leader in Charge –

	<p>One-year experience of working as part of the GSLA Summer Sports & Leisure Programme.</p> <p>Must have experience of mentoring Sports Leaders, Coaches and Volunteers together with practical experience of coaching young people in sport.</p>	<p>working with children with special needs.</p>
Knowledge	<p>Must have knowledge of the rules of popular sports.</p> <p>Must have knowledge of organising different sporting competitions.</p>	
Key Skills and Behaviours	<p>Should possess leadership skills.</p> <p>Must be organised.</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>	
Attendance	<p>Participation on and support with induction training is mandatory (Tuesday 4th July to Tuesday 11th July)</p> <p>Leave of Absence will only be granted to attend Graduation or to represent Gibraltar in Official International Competition.</p> <p>Applicants must be available 30th June to 25th August 2023.</p>	
Other requirements	<p>Must adhere to the Gibraltar Government's Health and Safety at Work Policy.</p>	