



JOB DESCRIPTION

- Position:** Active Recreation Officer
- Location:** Antrim & Newtownabbey Borough Council area
- Reports To:** DSNI Community Sport Manager
- Salary:** Salary Scale NJC Point 12
(£22,183) pro rata
- Hours:** 10 - 20 hours per week, to be agreed with the successful candidate. Hours of work will be those necessary to carry out the full responsibilities of the post, some of which may be in the evening and/or weekends.
- Duration:** Fixed Term Contract to 31st March 2021

Background Information:

Disability Sport NI is the main disability sports charity in Northern Ireland working to improve the health and wellbeing of children and adults with disabilities through sport and active recreation.

Disability Sport NI will be partnering with Antrim & Newtownabbey Borough Council to support the delivery of their Every Body Active 2020 programme.

Job Purpose:

The post holder will be responsible for the co-ordination, organisation and delivery of a range of inclusive sport and active recreation sessions and events. This will involve working in partnership with health trusts, voluntary and community organisations, disability and health related organisations, sports clubs, schools and adult centres throughout the Antrim & Newtownabbey Borough Council area

to implement active recreation projects and events with a focus on Women & Girls, People with Disabilities and people from areas of high social need.

Main Duties and Responsibilities

Active Recreation Programmes

- To develop a range of active recreation opportunities in the Antrim & Newtownabbey Borough Council area, working in partnership with local special schools, disability organisations and the health trust.
- To engage external coaches to deliver some of the programmes whilst also being involved in direct delivery.
- To ensure all sports and active recreation sessions and events are organised safely in line with Disability Sport NI's health and safety policies and procedures.
- To organise a range of community participation events in the borough which 'celebrate' active living and inspire more people with disabilities, women & girls and people from areas of high social need, to get active.

Education and Training

- To deliver an education project to mainstream primary school pupils, giving them an awareness and better understanding of people with disabilities, in a fun and interactive format.

Communication & Engagement

- To support communications and engagement related plan which will make people from the EBA target groups aware of the 'Everybody Active' project in the Antrim & Newtownabbey Borough Council area and encourage them to become more active.

Safeguarding

- To prepare and run all sessions in a safe and appropriate manner in line with Disability Sport NI's policies and procedures designed to protect the welfare of children and vulnerable adults.
- In liaison with the Project Manager to ensure Access NI checks are carried out on project volunteers in line with Access NI guidelines.

Other Responsibilities

- To undertake training as required by Disability Sport NI.
- To support the organisation and delivery of Disability Sport NI's training programme.
- To carry out any other duties commensurate with the grade and level of responsibility of the post.