

PERSONNEL SPECIFICATION



Position: Boccia Participation Officer

Educational and Professional Qualifications

Essential Criteria:

1. A degree or Higher National Diploma (HND) or equivalent in a sports or recreation related subject.

OR

3-years' full-time experience, or equivalent in part-time or voluntary roles within a sports, recreation, or related environment.

Desirable Criteria:

2. A Coaching Qualification in the sport of boccia.

Previous Experience

Essential Criteria:

3. A minimum of two years' full-time experience, or the equivalent in part-time or voluntary roles, within a sports, recreation, or related environment.

Desirable Criteria:

4. Experience of working in a club development environment.

5. Experience of organising competitive sports events.

6. Experience of working or volunteering in developing or delivering boccia programmes.

7. Experience of delivering training, coach education or leadership awards in sport.

Knowledge and Understanding

Essential Criteria:

8. Knowledge and understanding of the barriers to participation in sport and active recreation experienced by disabled people.

Desirable Criteria:

9 Knowledge and understanding of the principles of sports development.

10. An understanding of the 'Classification' system used in disability sport.

Skills & Abilities**Essential Criteria:**

11. Competent in the use of Microsoft Office software packages.
12. Strong written and verbal communication skills.
13. The ability to use own initiative, organise own workload, work within budget constraints and achieve agreed targets and objectives within set timescales.
14. The ability to work effectively as part of a team.

Circumstances**Essential Criteria:**

15. Ability to work evenings and weekends as required to carry out the duties of the post.
16. Access to form of transport that will permit the post holder to meet the needs of the post in full.
17. Available and willing to undertake training necessary for the post.

Note to all applicants: Desirable criteria may be used for short listing if required.