



## ***Position of Sports Inclusion Disability Officer*** **(Fixed purpose contract – 18 months to 2 years)**

### ***JOB DESCRIPTION***

<b>Title:</b>	<b>Sports Inclusion Disability Officer</b>
<b>Salary:</b>	<b>€43,633 - €52,401 (2<sup>nd</sup> LSI)</b> <b>Starting pay for all new entrants will be at the minimum of the scale: €43,633</b>
<b>Hours:</b>	<b>Full Time</b>
<b>Office Location:</b>	<b>Tipperary County Council</b> <b>(based in the Civic Offices, Nenagh with a countywide remit)</b>
<b>Reports to:</b>	<b>Sports Co-ordinator</b>

### **1. OVERVIEW**

Sport Ireland and its network of Local Sports Partnerships (LSPs) is committed to the equal treatment of all people when it comes to their participation in sport. This commitment was formalised through the publication of Sport Ireland's Policy on *Participation in Sport by People with Disabilities*. This policy outlines strong guiding principles ensuring the delivery of the sector's efforts is more accountable and effective. In addition, the recent announcement within the National Sports Policy 2018-2027 of a national network of Sports Inclusion Disability Officers is indicative of the commitment to create greater opportunities for people with disabilities to participate in sport and physical activity. The National Sports Policy also seeks to address the participation of those groups with lower levels of participation, particularly marginalised groups including those from socially and economically disadvantaged backgrounds.

Tipperary County Council is looking to fulfill this role within Tipperary Sports Partnership and is now seeking to applications.

### **2. JOB PURPOSE**

The Sports Inclusion Disability Officer (SIDO) will work in a coordinating capacity with all relevant stakeholders to increase and sustain participation opportunities for people with disabilities and marginalised groups (disadvantaged communities, youth at risk, travellers, migrants and ethnic minority) throughout the county.

### 3. QUALIFICATIONS AND EXPERIENCE

- Each candidate must, on the latest date for receipt of application, have a 3<sup>rd</sup> level degree qualification in sports development, leisure management, adapted physical activity, or equivalent and also have:
- 3-years' experience working in a similar sports development role is essential
- Awareness and understanding of different models of disability and issues for people with a disability/marginalised groups and the importance and value of their participation in sport/physical activity
- Experience working in communities piloting and developing, project management, facilitating and delivering sport and physical activity programmes
- Experience of working with people with disabilities
- Experience of working with marginalised groups

#### Skills

- Ability to consult, communicate and network appropriately and effectively with all sectors of the community
- Ability to co-ordinate and facilitate programmes and events
- Ability to monitor, evaluate and report on programmes
- Ability to produce and disseminate information efficiently and accurately
- Ability to manage budgets and prepare financial reports
- Excellent communication (oral and written), administration, organisational and presentation skills
- Proficiency in IT Microsoft office tools and communication technology systems.
- Ability and commitment to work unsociable hours
- Full clean driving licence and access to own transport for travel incurred at work

#### Attitude and Motivation

- A constructive, positive and progressive attitude to working as part of a team and an ability to develop partnerships with the wider community
- A self-motivated approach to work
- An awareness of the role and importance of both coordinated and interagency responses to local needs

### 4. SPECIFIC AREA OF RESPONSIBILITY

Specific tasks of the SIDO will be determined locally having regard to the overall job purpose (as set out above) in line with Tipperary Sports Partnership Strategic Plan and actions for people with disability and marginalised groups. Tasks will be determined with reference to the National Sports Policy actions on disability and marginalised groups and the objectives of Sport Ireland's Policy on the *Participation in Sport by People with Disabilities*. The following represents an indicative list from which the SIDO tasks may be drawn depending on the above factors.

## **SPORTS INCLUSION DISABILITY OFFICER SPECIFIC AREA OF RESPONSIBILITY**

### **Research & Planning**

- Implementing the objectives of Tipperary Sports Partnership as set out in the current strategy with a view of reviewing and making recommendations on operational plans regarding the inclusion of people with disabilities and marginalised groups in sport and physical activity.
- Assessing via a county audit, the levels of participation of people with disabilities and marginalised groups in sport and physical activity, taking account of socio-economic, gender, demographic and other factors.
- Assessing levels of programme and service provision by relevant agencies targeted at encouraging increased quality of and participation opportunities for people with disabilities and marginalised groups in sport and physical activity.
- Assessing levels of accessibility of sport and physical activity facilities for people with a disability.
- Identify level of uptake of sporting opportunities created, additional members to clubs, membership of clubs created, etc.
- To provide regular analysis of the level of participation and development of sport and physical activity for people with disabilities and marginalised groups on a county basis.

### **Engagement and Support**

- Create and sustain partnerships with voluntary, public and commercial sector partners that support the development and sustainability of sport and physical activity for people with disabilities and marginalised groups throughout the county.
- Promote an inclusive philosophy both within the Local Sports Partnership and throughout the county with specific focus on encouraging and supporting sport and physical activity providers to commit to National the Sport Inclusion Disability Charter.
- Develop and sustain effective working relationships with the National Governing Bodies of Sport operating within the county to increase the range and choice of sport and physical activity opportunities for people with disabilities and marginalised groups.
- Provide guidance and support to community-based organisations (clubs, leisure/fitness centres, schools, third level colleges, adventure providers etc.) to enhance their capacity to facilitate increased participation opportunities for people with disabilities and marginalised groups.
- Work with the Tipperary Sport Partnership team of officers/tutors to strategically support the creation of and further enhancement of existing clubs/sessions to provide increased opportunities for people with disabilities and marginalised groups to participate at all levels within sport and physical activity.
- Build positive relationships with all disability services providers within the county to heighten awareness of sport and physical activity opportunities for people with disabilities and support disability services to adopt a culture that promotes active and healthy lifestyles for people with disabilities.
- Work as part of a national network of Sports Inclusion Disability Officers that will be instrumental to shaping the delivery of sport and physical activity opportunities for people with disabilities across Ireland. This will include national networking/training

events, sharing information and support, and working as part of working groups tasked with contributing to the development of national resources/training.

### **Training & Development**

- Identify the training needs across the sport and physical sector within the county specific to the participation of people with disabilities and marginalised groups in sport and physical activity.
- Develop and sustain a network of voluntary and professional personnel through collaboration with Cara in achieving a coordinated approach to the delivery of inclusive training and education workshops across the county.
- Support and promote training opportunities for people with disabilities and marginalised groups to understand the benefits of participating in sport and physical activity, enhancing their awareness of participation opportunities that exist in addition to promoting and supporting people with a disability becoming coaches, instructors, leaders in sport within the county.
- Liaise with Cara (Sport-Inclusion-Ireland) to provide recommendations for improving accessibility of sport and physical activity facilities/environments and access to services to encourage greater participation for people with a disability in sport and physical activity.

### **Advocacy/Communication and Promotion**

- Promote and encourage the participation and involvement of people with disabilities and marginalized groups to; take up roles in sport and physical activity programmes, volunteer, coaching/instructing, committee and advisory roles.
- Inform people with disabilities and from marginalized groups of these roles in sport and physical activity through targeted production and provision of information, ensuring all information is shared in appropriate accessible formats.
- Enhance the recognition and promotion of quality inclusive practice across the sport and physical activity sector in the county.
- Provide appropriate channels for people with disabilities and marginalised groups to share their experiences, challenges and needs in relation to participation in sport and physical activity.

The Sports Inclusion Disability Officer will be responsible to the management of Tipperary Sport Partnership and Tipperary County Council, with the officer having the advantage of benefiting from an established support structure, availing of training opportunities, sharing of expertise and resources and networking opportunities provided through engagement and support from Sport Ireland and Cara.

**Character:**

Candidates shall be of good character.

**Health:**

- Each candidate must be in a state of health such as would indicate a reasonable prospect of ability to render regular and efficient service.
- For the purpose of satisfying the requirement as to health, it will be necessary for the successful candidate, before he/she is appointed, to undergo, a medical examination by a qualified medical practitioner to be nominated by the Local Authority.

**Superannuation:**

- (i) Persons who become pensionable employees of a local authority who are liable to pay Class A rate of PRSI contribution will be required in respect of their superannuation to contribute to the local authority at the rate of 1.5% of their pensionable remuneration plus 3.5% of net pensionable remuneration (i.e. pensionable remuneration less twice the annual rate of social insurance old age contributory pension payable at the maximum rate to a person with no adult dependant or qualified children).
- (ii) Persons who become pensionable employees of a local authority who are liable to pay the Class D rate of PRSI contribution will be required in respect of their superannuation to contribute to the local authority at the rate of 5% of their pensionable remuneration.
- (iii) All persons who become pensionable employees of a local authority will be required in respect of the Local Government (Spouse's and Children's Contributory Pension) Scheme to contribute to the local authority at the rate of 1.5% of their pensionable remuneration in accordance with the terms of the Scheme.
- (iv) New members joining the Public Sector after the 1st January 2013 will be required to join the Single Public Service Pension Scheme. A rate of PRSI contribution will be required in respect of their superannuation to contribute to the local authority at the rate of 3% of their pensionable remuneration plus 3.5% of net pensionable remuneration (i.e. pensionable remuneration less twice the annual rate of social insurance old age contributory pension payable at the maximum rate to a person with no adult dependant or qualified children). This includes a contribution to a Spouse's and Children's Scheme.

**Probation**

Where a person, who is not already a permanent employee of the Local Authority, is appointed, the following provisions shall apply: -

- there shall be a period after such appointment takes effect, during which such person shall hold such post on probation;
- such period shall be one year but the Chief Executive may, at his or her discretion, extend such period;

- such person shall cease to hold the post at the end of the period of probation unless during such period the Chief Executive has certified that the service of such person is satisfactory.

- **Salary: € 43,633 - €52,401 (2nd LSI)**

The salary shall be fully inclusive and shall be as determined from time to time. The holder of the post shall pay to the Local Authority any fees or other monies (other than his/her inclusive salary) payable to or received by him/her by virtue of his/her office or in respect of services which he/she is required by or under any enactment to perform

### **Residence:**

The holder of the office shall reside in the district in which his/her duties are to be performed or within a reasonable distance thereof.

**The Local Authority shall require a person, to whom an appointment is offered, to take up such appointment within a period of not more than one month and if he/she fails to take up the appointment within such period, or such longer period as the Local Authority in its absolute discretion may determine, the Local Authority shall not appoint him/her.**