

**Person Specification**

# Part A

The following criteria (experience, skills and qualifications) will be used to short-list at the application stage:

Essential

* Experience of running and monitoring of sports programmes
* A relevant sports related qualification
* Prior experience in a coaching role
* Experience of working either formally or informally with community groups or individuals
* Current St John Ambulance First Aid Qualification or the equivalent
* Evidence of continuing professional development
* Conversant with current Health and Safety Legislation / Regulations with practical experience
* Computer literate (Microsoft packages)
* Appropriate behaviour and attitude towards safeguarding and promoting the welfare of children and young people including:

- motivation to work with children and young people

- ability to form and maintain appropriate relationships and personal boundaries with children and young people

- emotional resilience in working with challenging behaviours

- no disclosure about criminal convictions or safeguarding concern that makes applicant unsuitable for this post.

Desirable

* Any relevant coaching (Level 2) and physical activity qualifications
* Membership of a leisure related professional body
* NGB coaching qualifications
* Administration/ cash handling experience

# Part B

The following criteria will be further explored at the interview stage:

* Customer focused with strong interpersonal skills
* Ability to communicate effectively with excellent written and oral skills
* Numeracy skills
* Understanding of the equalities and diversity agenda
* Enthusiastic individual with drive to achieve successful outcomes
* Able to make sound judgements and decisions under pressure
* Active interest and knowledge of a variety of sport and physical activities
* Flexible approach to working within a seven-day service provision

**Additional Requirements**

The successful candidate will be required to work weekends, evenings and school holidays.