

## GIBRALTAR SPORTS AND LEISURE AUTHORITY

### JOB DESCRIPTION

**Job Title:** Sports Leader - Part Time

**Responsible to:** Sports Development Officer through the Sports Leader in Charge

**Hours of Work:** 15 hours per week

### Job Specification:

#### The main functions of the post are:

- To plan, lead and evaluate the GSLA Summer Sport & Leisure Programme.
- To produce safe and enjoyable session plans for all activities and events in the programme.
- To lead and support Volunteers in the delivery of sports sessions for children over the summer period.
- To administer First Aid as and when required.
- To undertake the induction for the Summer Sport and Leisure programme.
- To take part in evaluation sessions of the programme.
- To undertake any other appropriate duties which the Sports Development Officer or his/her representative may require.

### Person Specification:

<u>Criteria</u>	<u>Essential</u>	<u>Desirable</u>
Qualification	Must possess Accredited Coaching Awards and/or Community Sports Leadership Awards.  Willingness to undertake First Aid training.	Holder of an accredited First Aid certificate
Experience	Must have written reference proving practical experience of leading young people in sport coaching sessions in a sporting environment.	
Knowledge	Must have knowledge of the rules of popular sports.	

Job Description – Sports Leader

<p>Key Skills and Behaviours</p>	<p>Should possess leadership skills.</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>	
<p>Attendance</p>	<p>Participation on the induction training programme is mandatory. (29<sup>th</sup> June to 6<sup>th</sup> July)</p> <p>Leave of Absence will only be granted to attend Graduation or to represent Gibraltar in Official International Competition.</p> <p>Entitled to 1 day Annual Leave after completing 4 working weeks.</p> <p>Applicants must be available for training and work 29<sup>th</sup> June to 20<sup>th</sup> August 2018</p>	
<p>Other requirements</p>	<p>Must adhere to the Gibraltar Government's Health and Safety at Work Policy.</p>	