



Person Specification

Job Title

Inclusive Community Sports Programme Coordinator

Qualifications



Desirable

- Up to date First Aid certificate
- Full clean driving license and willing to work towards minibus license

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Key skills

Essential

- Excellent team work skills to be able to both lead a small team and follow direction during events and work towards a common goal.
- Ability to manage time effectively to ensure events are set up and tidied away on time.
- Enthusiastic, energetic and passionate when working with young people and adults.
- Excellent communicator with confidence when speaking face to face or to a group.
- Skilled problem solver and ability to handle challenging behaviours and respond to different situations.
- Pro-active and able to use initiative.

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Experience

Essential

- Experience of working with and supporting high needs learners with complex disabilities, including specific sensory needs or challenging behaviours.
- Experience of customer focused service delivery.
- Experience of working with: Public, Youth groups, Schools/SEN, Corporate

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Desirable

- Ability to communicate with individuals using Makaton and simple symbols.
- Experience of communicating with users of assistive communication devices.
- Experience of overseeing the running of sporting/arts/public events.
- Experience of cash handling and cashing up.
- Experience of setting up and using AV equipment such as sound systems and theatre lighting

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Knowledge

Essential

- Awareness of Health and Safety procedures involved in delivering activities, performances, events and projects for specialist educational settings.
- Understanding and commitment to equal opportunities and how this applies to working with young people with disabilities.
- Knowledge and understanding of how to safeguard children and young people.

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Other personal requirements

Essential

- Able to work flexibly, in accordance with the needs of the organisation.

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✓ How we intend to assess your match with our person specification

A Application Form

C Assessment Centre

I Interview