

## **Job opportunity:**

### **Athletics Ireland Sports Inclusion Disability Officer (Fixed term, Maternity Cover)**

Location: Athletics Ireland, 19 Northwood Court, Santry, Dublin 9.

Athletics Ireland is the National Governing Body for Athletics in Ireland. Athletics Ireland's Head Office is based at 19 Northwood Court, Northwood Business Campus, Santry, Dublin 9. Athletics Ireland is a company limited by guarantee with approximately 43 employees. For further information, please see our website at [www.athleticsireland.ie](http://www.athleticsireland.ie)

#### **Job Information**

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 within Athletics Ireland clubs.

This role is for a fixed term of six months maternity cover.

This position will require some flexibility around working hours with regards to evenings and weekends.

This position will report directly to the National Children's Officer/HR Manager.

#### **Job Purpose Summary**

The SIDO will work to promote and encourage the participation and involvement of people with disabilities to participate in athletics and/or take up roles as volunteers and sports leaders in the sport.

They will work closely Athletics Ireland clubs and stakeholders to;

1. Promote an inclusive philosophy in Athletics Ireland clubs with specific focus on encouraging and supporting clubs to commit to the National Sport Inclusion Disability Charter.
2. Create and sustain partnerships with voluntary and public sector partners that support the development and sustainability of sport and physical activity for people with disabilities.

#### **KEY ROLE AND RESPONSIBILITIES:**

##### **Research & Planning**

- Assessing the levels of participation of people with disabilities in athletics, 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 in athletics.
- To provide regular analysis of the level of participation and development of athletics for people with disabilities within Athletics Ireland.

##### **Specific Areas of Responsibility**

- Develop and sustain effective working relationships with clubs in Athletics Ireland to increase the range and choice of sport and physical activity opportunities for people with disabilities.
- Provide guidance and support to Athletics Ireland clubs, to enhance their capacity to facilitate increase participation opportunities for people with disabilities.
- Work with Athletics Ireland Regional Development Officers to strategically support the creation of and further enhancement of existing programmes to provide increased opportunities for people with disabilities and to encourage them participate at all levels within athletics.
- Build positive relationships with all disability services providers to heighten awareness of athletics opportunities for people with disabilities and support disability services to adopt a culture that promotes athletics for people with disabilities.
- Work with your line manager to identify funding streams and opportunities to support the programme.

### **Training & Development**

- Identify the training needs within Athletics Ireland clubs and regional groups.
- Develop and sustain a network of voluntary and professional personnel through collaboration with ADI in achieving a coordinated approach to the delivery of inclusive training and education workshops across Athletics Ireland.
- Support and promote training opportunities for people with disabilities to understand the benefits of participating in athletics.
- Enhance the recognition and promotion of quality inclusive practice across the sport of athletics.

### **Developing Links**

- Link with major disability service providers and disability sports organisations about current needs and possible programmes and facilitating increased participation in athletics.
- Link with volunteer networks to assist people with a disability to be active.
- Link with the ADI National APA Centre whose role is to facilitate and support the Sports Inclusion Disability Programme at a national level.

Specific tasks of the SIDO will be determined locally having regard to the overall job purpose (as set out above) with reference to the National Sports Policy actions and the objectives of Sport Ireland Policy on the Participation in Sport by People with Disabilities.

### **Qualifications and experience**

Each candidate ideally should have a 3rd level degree qualification in sports development, leisure management, adapted physical activity, community development, health promotion or other relevant discipline.

- 2-3 years' experience working in the sports development / community sector or adapted physical activity, or other relevant discipline.
- 1-year experience working in a similar role i.e. working in communities piloting and developing, project management, facilitating and delivering sport and physical activity programmes.
- Understanding and experience of working with people with disabilities.
- Inter-personal skills to involve people, clubs and communities in the planning, delivery and evaluation of programmes and initiatives.
- Experience in programme monitoring, evaluation, and reporting.
- Excellent communication (oral and written), administration, organisational and presentation skills.
- Awareness and understanding of different models of disability.
- Awareness of current issues for people with a disability/older adult and the importance and value of their participation in sport/physical activity.
- Ability to produce and disseminate information efficiently and accurately.
- Fully proficient in Microsoft Office.
- A full clean driving licence and use of personal transport for work is required.

This position will require flexibility around working hours with regards evenings and weekends.

### **Remuneration and Location**

- The package will include a salary commensurate with qualifications and experience.
- Position Tenure: Six month fixed term contract.
- Position Location: Athletics Ireland Head Office.
- Appointment will be made subject to satisfactory Garda Vetting and suitable reference checks.
- Athletics Ireland is an Equal Opportunities Employer

**Hours of work**

Monday to Friday, 9 to 5.30pm (37.5 hours). Both evenings and weekend work may be required but a Time Off in Lieu system is in operation for any out of hours and weekend work.

**Our benefits include:**

Paid Maternity, Paternity leave  
Family friendly policies  
Sick pay scheme  
Education assistance  
Employee Assistance Programme  
Bike to work scheme

**Salary:** Band 1, €28,489 per annum (min) to €39,709 per annum (max). Adjusted prorate for six month equivalent.

**Position Tenure:** Six months maternity cover.

**Position Location:** Athletics Ireland Head Office at 19 Northwood Court, Santry, Dublin 9.

**How to apply for this post.**

Selection shall be by means of a competition based on an interview conducted by Athletics Ireland.

Applications must be sent by email with the subject line of: **[ATTN: SIDO]**.

When applying by email, please provide a letter of introduction detailing your skills and experience relevant to the role and your Curriculum Vitae outlining your skills and work experience not later than **5pm on Friday the 22<sup>nd</sup> of August 2025** to the Athletics Ireland Director of Human Resources & Child Safeguarding at

[kieronstout@athleticsireland.ie](mailto:kieronstout@athleticsireland.ie)