



POSITION INFORMATION

PATHWAY SPRINTS & RELAYS LEAD

ABOUT HIGH PERFORMANCE

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 35 employees. The core purpose of Athletics Ireland High Performance Programme is to create a National High Performance (HP) Programme that is unique to the sport and will maximize Irish athletes' potential to succeed on the international stage. The High Performance Programme is responsible for providing leadership and management to elite athletes and coaches.

For more information visit: www.athleticsireland.ie/high-performance

ABOUT THE ROLE

Job Title: Pathway Sprints & Relays Lead

Reports to: Performance Pathway Manager

Purpose of Role: To drive the further development of the sprints event group at Pathway level, while coordinating and leading the Pathway Relay Programme.

Details:

- The position is part time (18.75 hours each week).
- The role is Dublin-based, with time required to be spent at the head office of Athletics Ireland (AI), and at National Sports Campus (NSC).
- The position will incorporate the need for weekend and evening work and international/national travel.
- Candidates should have a strong background in performance sprinting and should have a thorough understanding of the sport and the event group at Development through to Performance levels.

KEY DUTIES / RESPONSIBILITIES

- Lead, in conjunction with the Performance Pathway Manager, in overseeing the implementation, staffing, and coordination of the Pathway Sprints and Relay Programme.
- Serve as a Key point of contact on the HP team for supported Pathway sprints athletes and their coaches
- Lead and coordinate event group contact time including Training Camp opportunities, both domestically and overseas.
- Assist in the preparation for all Team Ireland Championship activities: camps, selection criteria and selections, team staffing, etc.
- Serve as Sprints Lead at Pathway Championships where relevant and required, and capacity allows
- Monitor the performances of high performing athletes at the Pathway level.
- Develop comprehensive individualised annual performance plans from identified supported pathway athlete-coach pairs.
- Provide technical input, where relevant and appropriate, to supported coach-athlete pairs in sprints events.
- Conduct quarterly and annual performance reviews with supported pathway athlete-coach pairs and relay squads.
- Work towards creating athlete centred, coach-driven support teams across range of performance services around identified supported athlete-coach pairs.
- Work to strengthen the culture of the High Performance Programme.
- Other duties as assigned by the Pathway Performance Manager.

KEY SELECTION CRITERIA

Key Attributes and Capabilities

- Hold a minimum of AI Level 2 Coaching Certification or international equivalent.
- Thorough understanding of the sport of Athletics, and the sprints event-group in particular, at High Performance levels with experience in Leadership roles in a high performance environment.
- Have coached athletes to major Pathway Championship
- High-level written and verbal communication skills.
- Financial management skills.
- Excellent project management, time management, planning, and reporting skills.
- Detail oriented.
- Capable of displaying strong leadership in all situations.

Relationship management and communication

- An ability to communicate clearly and effectively with a wide range of people including athletes, other coaches, service providers, in all situations.
- An ability to form successful relationships with Athletics Ireland's employees, volunteers, key coaches, service providers, etc.
- Excellent interpersonal skills and ability to work as part of a small team.

Personal attributes

- Ability to work under pressure and meet tight deadlines.
- Self-motivated with the ability to work independently.
- Ability to solve problems and think creatively.
- Demonstrated ability to maintain confidentiality.

This job description is not to be regarded as exclusive or exhaustive. It is intended as an outline indication of the areas of activity you will be required to work and with consultation can be amended in the light of the changing needs of the organization.

HOW TO APPLY

Applications should be emailed to the Athletics Ireland Human Resources

Manager: kieronstout@athleticsireland.ie with the subject line of: [ATTN: COACHING]

Please provide the following when submitting your application:

- Letter of introduction detailing skills and experience relevant to the selection criteria.
- Curriculum Vitae outlining your skills and work experience.

Please clearly indicate in your application letter the role(s) you are applying for.

Deadline for receipt of applications: Friday the 14th of November 2025

Applicants should note that this job description is not exhaustive and is subject to change as required as appropriate.