Athletics Ireland

Job Title - Activation Officer – Try Track and Field Programme WATERFORD

Programme Overview

The Try Track and Field Programme is an Athletics Ireland initiative aimed at increasing participation in athletics among children aged 4-12 years. The programme primarily targets DEIS schools, special schools, and other socially, educationally, or geographically disadvantaged groups. Activation Officers play a key role in delivering engaging athletics sessions and supporting long-term participation pathways.

As an Activation Officer you will deliver our Try Track and Field Programme in approved schools, providing high-quality athletics experiences for children while promoting continued participation through links with local athletics clubs and community opportunities. You will report to the Try Track & Field Manager, Athletics Ireland.

Key Responsibilities

Programme Delivery

- Deliver approved Try Track and Field programmes in schools over a six-week period in accordance with Athletics Ireland guidelines.
- Plan and deliver safe, inclusive and enjoyable athletics activities suitable for children aged 4-12 years.

Participant Development

- Encourage participation, enjoyment and skill development among programme participants.
- Support children who wish to continue participating in athletics following programme completion.
- Work with schools and local athletics clubs to establish school-to-club pathways where appropriate.
- Report any barriers to ongoing participation to Athletics Ireland and assist in identifying alternative participation opportunities.

Monitoring and Reporting

- Maintain accurate attendance and participation records.
- Submit programme completion reports, including participant numbers and feedback from schools.
- Complete and submit all required work forms and supporting documentation within specified deadlines.

Essential Requirements/Applicants must

- Be a current member of Athletics Ireland.
- Hold an Athletics Ireland Coaching Certificate or an equivalent recognised coaching qualification.
- Demonstrate experience working with children and young people
- Possess excellent communication and organisational skills.
- Be capable of working independently in school and community settings.
- Have access to suitable transport for travel and equipment transportation.

Desirable Criteria

- Experience delivering athletics programmes in schools.
- Experience working with disadvantaged or special education groups.
- Knowledge of local athletics clubs and community sport structures.
- First Aid certification.
- Experience in participant pathway development and club activation.

Remuneration & Conditions

- Payment of €700 per approved six-week programme delivered in accordance with programme requirements. (approx. 18 hours)
- Appointment is subject to satisfactory Garda Vetting, reference checks and attendance at our SG1 if not already certified.
- Programmes are delivered in schools, and flexible hours are determined by school timetables and programme requirements.
- Travel between programme locations may be required.
- Athletics Ireland insurance cover applies during approved programme delivery and project-related activities.
- Contract Type Part-time / Fixed-term Programme Delivery Role

Applications should be submitted by email to oliviaorourke@athleticsireland.ie by 5pm Thursday19th November.

Athletics Ireland is an Equal Opportunities Employer