



GAMES DEVELOPMENT ADMINISTRATOR

Monaghan

Cumann Lúthchleas Gael is Ireland's leading sporting and cultural organisation with membership approaching one million people and in excess of 500,000 playing participants at all levels. Inspired by its amateur status and supported by the voluntary efforts of all its members, the GAA devotes its entire resources to the development of Gaelic Games and Culture nationally and in local communities.

Monaghan GAA County Executive, in conjunction with Ulster GAA, are now inviting applications from suitably qualified candidates for the role of Games Development Administrator, Monaghan.

Role Profile

Reporting to the County Games Development Manager, the role holder will work as part of a team, with other full time and voluntary personnel, to deliver the goals and objectives of the County Games Development Plan. The role holder is responsible for the implementation of GAA Games Development Policy within County Monaghan for both Football and Hurling.

The role holder will be required to work 39 hours per week, which will include weekends and evenings, and the hours may vary depending on workload and seasonal changes and will be appointed on a full-time fixed term position.

Key Tasks:

1. Responsible for overseeing the implementation of agreed games development programmes in clubs, schools and other units of the GAA in County Monaghan.
2. Organise and coordinate the development and provision of the following:

Games Opportunities:

To be responsible, in conjunction with Cumann na mBunscol and Coiste na nÓg and Post-Primary Committee, for coordinating Go Games/Supertouch blitzes in both Hurling and Gaelic Football at club and schools' levels in the county.

Skill Development Initiatives:

To provide coaching and skill development initiatives appropriate to the age and ability of the various playing groups at Child, Youth in both Clubs and schools. The focus will be on the Child and Youth sector involving the rollout of programmes in both clubs and schools and delivering a coherent coaching pathway across both Hurling and Gaelic Football.

To be responsible for supporting club-school link coaches in their role.

To assist in the rollout and coordination of Cúl Camps, Easter/Halloween Camps and other camp programmes.

To have a thorough knowledge of basic skill development practices and the ability to impart same across the child /youth/adult sector.

Education Programmes:

To provide training and support appropriate to the requirements of coaches in clubs and schools based on a needs analysis. The focus here will be on Workshops and Courses and the provision of a high level of club engagement.

Participation Initiatives:

To be responsible for development of support initiatives in the club, school and community that will focus on increasing participation in urban areas to include recruitment of volunteers.

Academy Squads:

To provide back up and coaching support when required and appropriate to the County Monaghan Academy Structure. To design and implement an age-appropriate strength and conditioning programme.

3. Report on the implementation of all activities on a regular basis, and particularly ensure data relating to the implementation of activities, including KPI's, is available on a quarterly basis through use of the GAA Games Development Information Management System (MIS).
4. Assist in the delivery of Club Development Coaching Programmes.
5. Support the implementation of activities through practical inputs where required.
6. Maintain key lines of communication with Clubs, Schools and relevant Community groups, in particular Cumann na mBunscol, to ensure the effective promotion of Gaelic Games through Club, School and Community links.
7. Implement an Annual audit of Clubs and Schools in the region in relation to Player Development, Coaching Standards, Facilities and Resources and work with the County Board team in the development of new units across in line with the County Development plan objectives.
8. Liaise with Provincial and County Games Development Personnel and attend meetings and personnel training as required, to support the development of the function and the role.
9. Coach in the Primary or Secondary Schools as required.
10. Complete any other duties as may reasonably be assigned by the County Games Development Manager, Designated Coaching Officer or the County Games Development Committee.

Essential Criteria:

- At least 3 years' experience of working in the GAA or similar sporting organisation (Voluntary or Professional Capacity);
- Experience of coaching and development in both hurling and Gaelic football;
- Exceptional interpersonal and influencing skills;
- Excellent administrative and IT skills with a strong working knowledge of IT related packages and systems;
- Excellent communication and presentation skills (verbal and written);
- Excellent relationship and conflict management skills; ability to be flexible and handle challenging situations;
- Ability to work independently on own initiative and perform as part of a team;

- Ability to effectively manage multiple projects and deadlines; hands-on approach to getting things done with a demonstrable ability to work well under pressure;
- Clear and detailed knowledge of the GAA's coaching schemes and initiatives;
- A minimum Award 1 GAA Coaching Qualification.

Desirable Criteria:

- Award 2 GAA Coaching Qualification;
- Relevant third level qualification in the area of sports and coaching (minimum level 6 NFQ).

Other Requirements:

- Own car with a full clean driving license;
- Ability to work and attend evening and weekend meetings/activities in addition to normal day to day activities.

Please note the role is subject to Garda Vetting.

Candidates interested in the above role should apply by sending an up to date cover letter and Curriculum Vitae to jobapplications@gaa.ie on or before 3pm on Thursday 29th April 2021.

Applications submitted beyond this date will not be accepted.

Monaghan GAA is an equal opportunities employer