



WORCESTER CITY COUNCIL

Sport Development Officer Grade 5: £18,638 to £20,400 per annum 37 Hours – Fixed term- Initially for 18-months (Additional contract extension subject to funding)

An exciting opportunity has arisen within the Sport, Art & Play Development Section at Worcester City Council.

Working within a small, motivated team, the Sport, Development Officer would support the Sport, Art & Play Development Manager in delivering a range of initiatives within Worcester City. The role would have a strong commitment towards Sports Development, recognising the value and benefits of providing opportunities to all.

Reporting to the Sports, Arts and Play Development Manager, you will be responsible for supporting Worcester City Council's Sport, Art & Play Development Strategy, whilst identifying creative ways to seek funding to enable the team to continue to deliver a range of sporting opportunities in the future.

The role will assist various initiatives, specifically including the coordination of Worcester City's: Sportivate programmes, School sport development, community multi-sport programmes, football development, marketing and club developments.

It is essential that the successful candidate has a degree in Sports related studies and relevant experience, along with a sound understanding of Sport, Art & Play initiatives and a UKCC Level 2 coaching qualification. An understanding of the Voluntary Sector, Governing Bodies of Sport and statutory partners is required along with experience with marketing, promotion & Microsoft Office.

In order to be able to assist with a wide and constantly changing agenda the successful applicant will be required to be able to demonstrate good planning skills, be able to work unsupervised at times using their own initiative to prioritise workload and demand, as well as displaying good time management, communication and organisational skills.

For any further questions, email Hannah Cox, Sports, Arts and Play Development Manager on Hannah.cox@worcester.gov.uk

Closing Date: Sunday 1st June 2014
Interviews: Friday 13th June 2014
Provisional Start: Monday 14th July 2014

You will be required to pass a Disclosure Barring Check regarding spent and unspent convictions and cautions before commencing work. If you disclose any information you will be treated fairly and will not be discriminated against.

How to Apply:

For further details and to apply, visit www.worcester.gov.uk and search for vacancies or visit www.wmjobs.co.uk and search 'Sport Development Officer' where you will be required to complete an online application.

If you are unable to access this site please contact Worcester City Council on 01905 722233 or e mail us on personnel@worcester.gov.uk stating job title. Please do not e mail CV's as these are not accepted. Applicants are required to complete our standard application form.

Worcester City Council's aim is to interview all applicants with a disability who meet the minimum criteria for a job vacancy and consider them on their abilities.

Please note that we do not send letters to those applicants who aren't selected for interview. If, after 4 weeks from the closing date, you haven't been invited for interview please assume that you have been unsuccessful on this occasion.