



Limerick Games Development Administrator (Designated Areas)

Based in Limerick City (Southside)

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.

As part of a joint initiative with the Department of Children and Youth Affairs, Limerick GAA now seeks to recruit a Games Development Administrator, who shall be based in key areas within the Southside designated area of Limerick City as part of an overall plan to support community and social development by increasing local communities' involvement with, and participation in, Gaelic Games and recreational sport.

Role Profile

The role holder will be responsible for the implementation of specific GAA Games Development Policy within the Southside of Limerick City. In addition to the coaching and development of GAA in this area, the role holder will also perform an essential community development function by focusing on providing children & youths within the area with suitable opportunities to increase their involvement with the GAA – recreational sport (either through games, coaching or volunteer opportunities).

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.

Key tasks:

- Responsible for overseeing the implementation of agreed games development programmes in clubs, schools and other units of the GAA in the Southside designated area of Limerick City;
- Support the implementation of activities through practical inputs where required;
- Report on the implementation of activities on a regular basis and, particularly, ensure data relating to the implementation of activities is available on a quarterly basis through the use of the GAA Games Development Information Management System (MIS);
- Work as part of a team to implement policy and best practice in the designated areas; Work with GAA personnel, volunteers and other Sport Officers (e.g. FAI officers, Munster rugby officers and sports partnership officers) when required, in order to run joint initiatives that may arise;
- Work with community organisations and leaders to enhance the profile and position of Gaelic Games in the designated areas;
- Establish links with various community groups and stakeholders including the drugs task force, Garda diversion groups, school completion project & homework clubs – for the

purpose of organising and providing after school activities for young people in the designated areas;

- Identify and assist with local community initiatives & projects in the southside designated area of Limerick City that may be of further benefit to Limerick GAA and wider community.
- Promote and coach the following sports; hurling, gaelic football and handball as well as other GAA related activities that may be assigned to him/her from time to time;
- Assist with research and surveys aimed at gathering information for the development of plans to increase participation numbers and improve skill levels in the designated areas;
- 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;
- Complete any other duties as may reasonably be assigned by the County Games Development Manager.

Essential Criteria:

- At least 3 years' experience of working in the GAA or similar sporting organisation (Voluntary or Professional Capacity);
- Exceptional interpersonal and influencing skills;
- Strong ability to work in high pressure situations;
- Excellent administrative and IT skills with a strong working knowledge of IT related packages and systems;
- Experience of coaching and development in Gaelic Games (Gaelic Football, Hurling and Handball);
- Excellent communication (verbal and written), relationship management and presentation skills;
- Ability to build and sustain good relationships and manage conflict;
- 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;
- Clear and detailed knowledge of the GAA's coaching schemes and initiatives;
- A minimum Foundation Level GAA Coaching Qualification.

Desirable Requirements:

- A Level 1 GAA Coaching Qualification;
- Own car with a full clean driving licence;
- Ability to work and attend evening and weekend meetings/activities in addition to normal day to day activities.

Candidates interested in the above role should apply with an up to date cover note and Curriculum Vitae to jobapplications@gaa.ie

Please note the post is subject to Garda Vetting.

The GAA is an equal opportunities employer.