

Participation Activator position description

Position: Participation Activator

Reports to: Manager

Location: Eastern Hub office in New Brighton, Local Schools.

Organisation background:

Eastern Community Sport and Recreation Inc (ECSR) has been actively involved with the Eastern Community in both sporting and recreation programmes for many years. ECSR acts as an umbrella organisation for a range of local sport and recreation clubs and currently also delivers in the primary school space (various activities) alongside a touch competition for adults. ECSR has the ability to engage with a range of secondary and primary schools in the Eastern suburbs, and to compliment, support and grow participation of sport and recreation for Youth in these spaces. While also further developing links to local clubs to support and establish lifelong participation in sport and recreation activities.

Purpose of the position:

The purpose of this position is to connect and engage youth into community sport and recreation opportunities. The position will provide support to meet their individual needs, increase well-being and encouraging lifelong activity pathways.

Key Areas of Accountability:

Activation and implementation

- Create and deliver quality participation/activation experiences for youth based on their needs, local research and Sport NZ insights.
- Activating spaces and facilities in school and community settings.
- Emphasis on linking the schools individuals into community and club settings.
- Co-design, support and delivery of programmes in schools and community space.
- Co-design, support and delivery of holiday programmes.
- Support programmes, modules and activities for junior, youth and adults that are already established.

Relationship management

- Build relationships and connections with all participants and parents.
- Establishing and maintaining relationships with, external organisations and feeder schools to provide consistent sport and recreation opportunities and quality experiences throughout the sport and/or recreation journey.
- A position which compliments and collaborates with the Sport Coordinators, Head of Sport and Leadership teams within the identified schools.

Coach Development

- Coach developer and educator in the school and community setting. Upskilling those with invested interest in youth sport.
- Developing student coaches in the junior sport space including linking with feeder schools and local community clubs.

Administration

- Planning and implementing the programmes, flexing timetable to suit schools
- Gathering insights from schools to improve needs and meet demands of the schools and community.
- Reporting informally weekly to manager and monthly via a written report for the monthly board meeting.

Key skills and knowledge or desirable	Required	Desirable
Relevant Sport Coaching, Physical Education, Sport Management or similar qualification.	x	
Ability to be innovative and transition research and evidence into a programme or event that the participants want to engage in.		x
Understanding and ability to deliver formal and informal opportunities of play.	x	
Evidence of successfully working with youth in a sporting context.	x	
Knowledge and experience with sport and recreation programme development, delivery and event planning skills. Experience delivering fun, social, interactive sessions of range of ages.		x
Ability to work collaboratively, to connect and communicate effectively with youth, staff, volunteers, community members and management.	x	

Signed: _____ (employee)

Date: _____