

Job Title:	North West Badminton Coach (Job Start Scheme)
Employer:	Ulster Badminton
Location:	North West of Northern Ireland.
Responsible to:	Ulster Badminton Executive Manager
Hours:	25 hours per week. Job responsibilities will demand working some evenings and weekends
Duration:	6 months
Salary:	Subject to Age (National Minimum Wage)

## BACKGROUND INFORMATION

Ulster Badminton is the governing body for badminton in Ulster and is responsible for the promotion, development, and management of all badminton in Ulster. Ulster Badminton is an affiliated branch of Badminton Ireland, the National Governing Body. The key objectives of Ulster Badminton All Sport Strategy are Building - Strong and sustainable badminton in schools, clubs and communities. Excelling - At local, regional, provincial, national, and international level. Supporting - The promotion and awareness of our sport. Targeting - Underrepresented groups, participants and volunteers.

## JOB PURPOSE

The key purpose of the role is to support in the Coaching delivery of the Ulster Badminton Club, Schools and Participation/Community programmes in the North West of NI.

SUPPORTED BY

**FZ FORZA**  
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Mary Peters Trust

  
LOTTERY FUNDED

## **SPECIFIC RESPONSIBILITIES**

1. To provide badminton coaching across the North West of NI, including school, clubs and community settings
2. Assist with the Development Officer and Participation Officer To create and promote participation initiatives that increases participation in badminton, particularly at youth, recreational and introductory level
3. To create coaching session plans and share with a team of coaches and volunteers
4. To liaise with local schools and clubs, providing coaching assistance as required
5. Assist in the planning and delivery of badminton festivals and other participation events across the North West of NI

## **GENERAL RESPONSIBILITIES**

- To attend staff meetings as required.
- To attend appropriate meetings as directed by appointed Line Manager.
- To attend training courses as required by Ulster Badminton.
- Any other duties that may reasonably be undertaken in the pursuit of the overall objectives of the role, as deemed appropriate by Line Management.
- Act in accordance with the Code of Conduct within the Ulster Badminton Employee Handbook.

This job description is not to be regarded as exclusive or exhaustive. It is intended as an outline indication of the areas of activity and will be reviewed as Ulster Badminton develops its partnerships and future collaborations.

**PERSONAL SPECIFICATION**

ESSENTIAL SKILLS	DESIREABLE SKILLS
<ul style="list-style-type: none"> <li>• Highly motivated with the ability to work on own initiative</li> <li>• Teamworking skills.</li> <li>• Good administrative skills</li> <li>• Effective communication and interpersonal skills</li> <li>• The ability to work to an agreed action plan</li> <li>• Strong planning and organisational skills, including time management, prioritising work load and decision making</li> <li>• Involved/ volunteered/ interested Sports coaching at Club, Community or School Level.</li> <li>• Must complete Access NI check.</li> </ul>	<ul style="list-style-type: none"> <li>• BWF Shuttle Time Badminton Coaching Qualification and/or a sports Coaching qualification.</li> <li>• Experience volunteering or working within in a Sports club, community or School setting.</li> </ul>

**Access NI**

A position will not be finalised until an Enhanced Access NI disclosure has been completed. Access NI have a code of conduct that can be viewed by going to the Access NI web site. A criminal record will not necessarily be a bar to obtaining the position. Access NI has a code of practice which is available on request. Ulster Badminton has a policy on the recruitment of ex-offenders. A copy is available on request.

JOBSTART IS OPEN TO 16-24 YEAR OLDS. If you are on Universal Credit contact your Work Coach via your Journal. If you are in receipt of JSA, IS or ESA phone a Work Coach on 0300 200 7807. If you are 16-24 years old, unemployed, not in education or training and not in receipt of benefits phone 028 90726788.

CV and covering letter detailing how you meet the essential criteria should be emailed to

[executivemanager@ulsterbadminton.com](mailto:executivemanager@ulsterbadminton.com)

Closing date for applications is Friday 22nd December 2023 at 4pm