INFORMATION ON EXPRESSION OF INTEREST FOR TUTORS/COACHES PANEL FOR WATERFORD SPORTS PARTNERSHIP

Waterford Sports Partnership (WSP) is seeking to create a panel of qualified and experienced Tutors/Coaches available to support the delivery of programmes in the following areas – Waterford City/Tramore, Mid County (Kilmacthomas), Dungarvan and West Waterford.

Purpose of Panel

Those successful will be engaged in a Contract for Services arrangement for the delivery of programmes on behalf of WSP. WSP, an initiative of Sport Ireland, seeks to increase participation in sport and physical activity. In particular, programmes and activities (see www.waterfordsportspartnership.ie for information on programmes and activities) are developed targeting those with low participation rates from a variety of target groups and settings including:

- Women/Teenage Girls
- Older Adults
- People with a Disability
- Youth at Risk
- Men
- Schools

Criteria

(please note that while all these criteria are not essential, priority will be given to individuals that can show or demonstrate evidence in most)

- Qualification in Exercise/Fitness Instruction, Sports Coaching, NGB Qualifications or Similar (e.g. QQI Level 5/6, Higher Certificate, Degree) NCEF, REPs, EHFA accreditation desirable.
- Experience working with the above target groups and/or in the fitness industry.
- Ability to advise, inform, motivate and support individuals especially those with low participation levels.
- Expertise and coaching experience with WSP target groups.
- Own insurance will need to be in place prior to commencing delivery.

Responsibilities to include:

- Delivery of WSP programmes/initiatives.
- Ensure programme delivery is appropriate to the target group and necessary screening is carried out before programme commences.
- Respect for environment/venue used for programmes and adherence to good safety standards. *Continued overleaf.*

Responsibilities to include cont/d:

- Ensure all paperwork is in order, including sign-in sheets, programme evaluations/reports and any other paperwork prescribed by WSP.
- Adhere to WSP GDPR best practice guidelines.
- Promote WSP activities as appropriate.
- Take photos/video on behalf of WSP for use on WSP social networks and promotional materials.
- Tutors may also from time to time have responsibility for collecting participation fees on behalf of WSP.

Tutor Selection

On receipt of Expressions of Interest, WSP will match our particular needs with the criteria as presented and hold further discussions on an individual basis as required. Individuals selected for the WSP Panel of Tutors will be required to facilitate programmes and initiatives based on WSP requirements and within specific timeframes. Please note that programmes and initiatives are run on an ad-hoc basis during the calendar year and are subject to funding.

Application Process

Please complete the **Expression of Interest Form** which is available on our website **www.waterfordsportspartnership.ie** or can be requested by emailing info@waterfordsportspartnership.ie.

The panel will be valid for 2 years. Terms and Conditions will apply.

***Note**: This is an expression of interest process only for the purpose of forming a panel to deliver programmes throughout Waterford. It is not and should not be construed as an offer of employment or forming any part of a contract between WSP and any parties that respond to this notice. WSP decision in relation to the formation of a panel is final.*

Please return completed form by email to info@waterfordsportspartnership.ie or by post to: Tutor Panel, Waterford Sports Partnership, Civic Offices, Dungarvan, Co. Waterford. by 4pm on **Tuesday August 20th 2019.**

SPÓRT ÉIREANN
SPORT IRELAND