

UEA Sport Activator Job Description & Person Specification

Job Title	Higher Education Rugby Activator (HERA)
Liaison with:	UEA Sport Department, Rugby Football Union (RFU)
Purpose of Job:	<p>To promote and organise participation activity and competition in Rugby across the University in line with an agreed development and delivery plan. Particular focus will be on an introductory and informal offer to encourage engagement with the sport from inactive students. As part of developing a sustainable pathway for rugby at UEA, the main aim is for students to progress from the development sessions into the Rugby Union or Touch Rugby clubs.</p> <p>In addition, the HERA will be required to plan, promote and deliver the UEA Rugby Festival in February and the UEA 7s Tournament in May.</p>
Key Responsibilities:	<ul style="list-style-type: none"> • The post-holder will develop, coordinate, promote, deliver and evaluate a collaborative Rugby develop plan (with outcomes and targets) to increase participation in Rugby within the University. To generate new participation opportunities for students to encourage and increase regular and sustained activity in Rugby. • Promote all activities through a range of appropriate media and communication channels within the University, as well as through appropriate University events. • To work collaboratively on coach education and leadership training programmes for students and staff that links to participation and competitive activities. • Develop and encourage Rugby volunteering opportunities and involvement, within the University. • To complete the necessary monitoring reports and feedback to capture relevant data required to measure the success of key programme outcomes. • Gather appropriate insight and feedback from programmes and participants. • Create a suitable and realistic player pathway for the University and players to aspire to as the programme and participation develops. • Work together with the external Rugby Activator to plan, promote and deliver the UEA Rugby Festival and UEA 7s Tournament.
Commitment Required	<ul style="list-style-type: none"> • Flexibility required including evenings and some weekends. • 4 hours per week (term time only)
Competencies / Experience / attributes required	<ul style="list-style-type: none"> • Good planning, organisational and communication skills • Understanding of the principles of sports development • Active coach (desirable but not essential) • Good level of IT skills • Understanding & experience of assisting in a club setting

	<ul style="list-style-type: none"> • Knowledge of the University sport sector • Ability to self-motivate and work autonomously • Professional approach to work • Passion for Rugby & an enthusiasm to develop the game
Qualifications needed	<ul style="list-style-type: none"> • Rugby Coaching qualification (desirable but not essential). • Valid safeguarding & protecting children qualification (desirable) • First Aid qualifications (desirable)
Hours of work	4 hours per week (term-time only).
Other details	Start date: Monday 3rd December 2018 End date: Friday 14th June 2019