



ESF+ Social Innovation for Sport Officer Job Description

Title:	ESF+ Social Innovation for Sport Officer
Salary Scale:	Grade 5 administrative scale in line with the local authority grades commencing at €51,210
Hours:	37.5 hours per week. The chosen candidate must be flexible, and willing to work evening and weekends to accommodate the service needs, for which time off in lieu can be taken.
Annual Leave:	28 days annual leave and pro rata where less than full time hours worked.
Travel Expenses:	Travelling expenses will be paid where appropriate.
Location:	5 Dean Street, Kilkenny R95HD79
Reports to:	Kilkenny Recreation & Sports Partnership CEO & Programme Manager.
Duration:	3-year fixed term contract subject to satisfactory completion of a 6-month probationary period. KRSP shall require the person to whom the appointment is offered to take up such appointment as soon as possible.

Background

Every day in communities across the country, Sport Ireland through its network of Local Sports Partnerships (LSPs) helps people irrespective of age, gender, disability, or social circumstance to get active. The role of the ESF + Social Innovation in Sport officer employed within the LSPs will be to use sport and physical activity to foster social inclusion and provide education, inclusion, and personal development programmes for people at risk of social exclusion and poverty such as ethnic minorities, youth at risk, persons with disabilities, and people from disadvantaged backgrounds throughout the country. All programmes will be developed with an innovation and user-centric focus.

This role is funded by the European Social Fund + (ESF+) Programme 2021 -2027 through Sport Ireland. The ESF+ Programme will support the principles of the European Pillar of Social Rights by seeking to:

- Support access to employment for young people and underrepresented groups
- Promote skills and lifelong learning
- Tackle poverty and social exclusion

Sport and physical activity will be used as mechanisms to support these principles and the LSPs will be the main drivers on this project locally. Sport Ireland published its first policy on Diversity and Inclusion in Sport in 2022 which expresses its vision for a sport sector that celebrates diversity, promotes inclusion, and is proactive in providing opportunities for lifelong participation for everyone. The ESF+ Social Innovation in Sport officer will work in collaboration with key local and national stakeholders to support the implementation of this policy.

Job Purpose

The ESF+ Social Innovation in Sport Officer will support the delivery of Sport Ireland's Sport4Empowerment (S4E) programme. This will involve leading with the delivery of the S4E programme with the objective of fostering active inclusion with a view to promoting equal opportunities, non-discrimination, and active participation, and improving employability, in ESF + target groups and organisations locally. The programmes on this project will be designed, piloted, and scaled using design thinking principles.

Specific tasks of the ESF+ Social Innovation in Sport Officer will be determined locally having regard to the overall job purpose (as set out above) in line with Kilkenny Recreation & Sports Partnership Strategic Plan and with reference to any particular issues, challenges and priorities identified in the sports strategy for the area.

The ESF+ Social Innovation in Sport Officer will work in a coordinating capacity with all relevant stakeholders to increase and sustain participation opportunities with a specific focus initially on ethnic minorities and people from disadvantaged background.

The following represents an indicative list from which the ESF+ Officer tasks may be drawn depending on the above factors.

Planning & Programme Management

- Assist the implementation of the goals and objectives of KRSP outlined in the KRSP strategy and actions arising out of these objectives.
- Support and contribute to the preparation of annual operational plans for the delivery of the strategic objectives with specific focus on inclusion.
- Facilitate mid-year and annual reviews of the annual operational plan reporting on the effectiveness and impact of work areas.
- Participate in the design, organisation and implementation of KRSP projects/events including any of Sport Ireland's National Programmes as required ensuring inclusion for all.
- Adhere to KRSP financial policies concerning procurement of goods and services, budget planning, budget management and reporting while ensuring compliance requirements of funding agency(ies).
- Contribute to ensuring that all programmes and courses operate on a user-friendly professional basis.
- Work with KRSP current and potential partners and stakeholders including local community groups and organisations, sports clubs, NGBs, partner agencies to develop and strengthen relationships and encourage cooperation and collaboration
- Carry out research and needs analysis as appropriate.
- Implement a monitoring and evaluation framework for all projects. Measure and monitor performance indicators based on the impact, which courses/programmes are having at local level.
- Administrate programmes and events including maintaining up-to-date databases.

Specific Areas of Responsibility

- Lead the design, planning and delivery of the S4E programme at a local level with a focus on building skills and confidence to foster social inclusion and engage with and maintain sport participation independently.
- Coordinate ESF+ programmes with the objective of fostering active inclusion with a view to promoting equal opportunities, non-discrimination and active participation, and improving employability, in ESF + target groups locally.
- Ensure the design and delivery of the ESF+ programme aligns with European Social Fund requirements and complements existing Sport Ireland and LSPs policies and plans.
- Monitoring impact on programmes and supporting the sharing of information and replication of programmes in other LSPs.
- Provide timely, standardised data and reporting on activity and outcomes on the programmes.
- Collaborate with Sport Ireland to support the successful delivery of this project.

- Develop and support strong working relationships with other LSPs and other outside agencies and relevant stakeholders.
- Participate in regular supervision, appraisal and education as identified.
- Undertake any other relevant and related duties as may reasonably be required by KRSP in line with the evolving needs of the organisation and local communities

Marketing & PR

- Lead the promotion of ESF+ Social Innovation in Sport Officer delivered programmes in line with KRSP's Communications Plan, ensuring consistency with brand guidelines and tone of voice.
- Create and contribute content for KRSP's communication channels, including press releases, social media, website, and programme updates.
- Support the delivery of a marketing plan, ensuring inclusive and accessible communications that reflect the goals of KRSP.
- Identify PR and media opportunities in consultation with the Programme Manager to increase visibility of inclusive programmes and KRSP's impact.

Health & Safety Management

- Contribute to ensuring that all facilities the company use are fully compliant with current health & safety standards.
- Assist in the investigation of all accidents/incidents.
- Communicate all results/recommendations arising from investigations of accidents/incidents.
- Ensure that all activities undertaken as an officer of KRSP are in line with codes of practice and legislation.

KRSP is committed to building a diverse sport sector and therefore strongly encourages applications from underrepresented groups. KRSP is committed to equality and inclusion and welcome applications from all individuals, regardless of their background. KRSP strives to be a diverse and inclusive workplace.

**ESF+ Social Innovation for Sport Officer
Person Specification**

	Essential	Desirable
Training Qualifications & Experience	<p>QQI Level 8 Degree or equivalent in any of the following areas Health, Exercise Science, Physical Activity, Diversity and Inclusion, Social Justice, Community Development, Education or related field.</p> <p>And</p> <p>Candidates should have a minimum of 2 years' relevant experience working with two or more of the target groups and stakeholder engagement.</p> <p>OR</p> <p>B) Candidates should have a minimum of 5 years' relevant experience working with two or more of the target groups and stakeholder engagement.</p>	<ul style="list-style-type: none"> • Further Education or Training relevant to the post in relation to physical activity, social integration/inclusion and D&I. • Experience of facilitating physical activity and sports activities with people of differing abilities and/or from underrepresented groups. • An understanding and experience in the delivery and/or implementation of social innovation/ design of innovation programmes and use of design thinking principles.
Skills and Competencies	<ul style="list-style-type: none"> • In-depth knowledge and understanding of the lived experience of two or more target groups. • Excellent communication skills (written and verbal) such as report writing, grant applications and interpersonal skills. • Ability to produce good quality publicity material • Proficiency in MS Office (Word, Excel, PowerPoint, and Outlook) • Good project management, organisational, stakeholder, and time management skills. • An understanding of research and evaluation methods and an appreciation of research integrity and the ethical issues of carrying out research with target populations. • Ability to prepare, monitor and manage budgets and to prepare funding applications • Effective team player in the context of a multidisciplinary team. • Ability to work under pressure. • Health/safety and risk awareness. 	<ul style="list-style-type: none"> • Knowledge of the sport and physical activity sector and policies
Attitude and Motivation	<ul style="list-style-type: none"> • Awareness of the importance and value of participation in sport / active recreation for all people • A constructive, positive and progressive attitude to working as part of the Kilkenny Recreation & Sports Partnership team and an ability to develop partnerships with the wider 	<ul style="list-style-type: none"> • An awareness of the role and importance of both co-ordinated and inter-agency responses to local sporting needs

	community <ul style="list-style-type: none"> • Be motivated and committed to sports development and increasing opportunities for participation, in particular among hard to reach groups in local communities • A commitment to on-going training and development. • A self-motivated approach to work 	
Other requirements	<ul style="list-style-type: none"> • Demonstrate a commitment to life-long learning • Completion the Garda Vetting process satisfactory to the Sports Partnership's requirements. • A full clean EU/Irish driving licence and use of personal transport for work is required. • Willingness and ability to travel efficiently between sites • Ability and commitment to work evenings and weekends when required 	

Please submit a statement of suitability and CV **Ref: KRSP ESF+** by **3pm Wednesday 11th June 2025** to info@krsp.ie

Shortlisting of candidates may apply based on the information supplied at application. Canvassing will disqualify.

Those shortlisted will be invited to attend for interview which will take place in person in Kilkenny City on 23rd & 24th June 2025. Informal enquires to Nicola Keeshan up to 4th June 2025 at 087 0516033.

Kilkenny Recreation & Sports Partnership is an Equal Opportunities Employer



Rialtas na hÉireann
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SPORT IRELAND
LOCAL SPORTS PARTNERSHIPS



Arna chomhchistiú ag
an Aontas Eorpach

Co-Funded by the
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