

Vacancy – National Lead Performance Coach

Organisation: Irish Judo Association

Contract Length: April 2022 - December 2024

Salary: €35,000

Application closing date: 14th March

Job Purpose & Key Responsibilities

The IJA are recruiting a National Lead Performance Coach (NLPC). The NLPC will replace the current National Squad Manager position and will include an increased strategic and delivery remit. The NLPC will be responsible for Pathway delivery from the Emerging Talent Programme recruitment, right through to High Performance & Olympic Programme delivery on the IJF World Tour. The successful candidate will also have strategic input in Programme design anywhere there is a responsibility for delivery. To best align strategy and delivery throughout the Pathway, the NLPC will work closely with, and be accountable to, the Performance Director. The IJA National Lead Performance Coach will be funded by the 2022-2024 Sport Ireland High Performance budget.

The National Lead Performance Coach will have immediate responsibility for the delivery of:

- The IJA National Squad Programme
- The IJA Performance Pathway
- Shared delivery responsibility for the IJA High Performance Programme (including the Paris 2024 Olympic Programme)

Relationships

- Be prominent on the world stage to ensure that good relationships with the International Judo Federation and other National Federations are achieved in support of the 'Programme Goals'.
- Report to the IJA High Performance Director on all strategic aspects of the IJA Performance Plan and gain approval for implementation, along with similar reporting to Sport Ireland on the targets planned and results achieved.
- Develop and maintain strong relationships with key external stakeholders, who are contributing to the key objectives of assisting athletes to win medals at IJF World Tour, European Championships, World Championships and Olympic Games.
- Work to achieve a sport specific profile at all levels via media opportunities and attendance at competitions.
- Uphold the core values of the Irish Judo Association at all times.
- Positively promote the position of the IJA as the national governing body for Judo in Ireland, at all times.
- Maximise the resources of the IJA High Performance & IJA National Squad Programme budgets, at all times.

This job description is not regarded as exclusive or exhaustive, as there may be other duties and requirements commensurate with the post which the incumbent may be required to perform.

To help you with your application, you should read the following before completing your form.
We do not accept Curricula Vitae (CV's). Therefore, it is important that you fully complete each section of our application form, giving the information requested.

LATE APPLICATIONS WILL NOT BE ACCEPTED EVEN IF DELAYED DUE TO TECHNICAL REASONS.

It is the responsibility of each candidate to ensure that all such information is provided. Candidates who fail to provide sufficient information on which a panel might determine their eligibility for the post will not be shortlisted.

You should complete the application form in **black ink** or in **typescript**.

We have an equal opportunities policy and endeavour to ensure that selection for jobs, training and promotion is carried out fairly and based on job related criteria. In order for us to properly assess your application, it is important that you complete the form as fully as possible, demonstrating how your skills/experience meet the **essential criteria** and **desirable criteria**, relate to those described in the advert and Person Specification. The panel may enhance the criteria in order to facilitate short-listing of the post. The panel will shortlist only on the basis of the information provided on your application form.

The **closing date** for receipt of application forms is **Friday 14th March by 12.00 Noon** and applications received after this date and time will not be considered.

Completed application forms should be emailed to admin@irishjudoassociation.ie

If you have any disability which prevents you from completing the application process, please contact me to discuss what further assistance you require.

The successful candidate will be required to provide proof of essential qualifications and also provide documentary evidence of their eligibility to work in Ireland and the United Kingdom. We are also committed to adhering to disclosure checks where appropriate and processing information accordingly. I would like to thank you for the interest you have shown in this post and I look forward to receiving your application form.

Yours sincerely



Seán Fleming

IJA President

Thank you for your interest in the position of IJA National Lead Performance Coach.
We look forward to receiving your completed application form.

Application for Employment

PRIVATE AND CONFIDENTIAL

Position	NATIONAL LEAD PERFORMANCE COACH
Location	Ireland, with extensive foreign travel for international delivery.

1. APPLICANT DETAILS			
Surname:		Forename(s)	
Home Address:			
Postcode:		Email:	
Home Number:		Mobile:	
Reasonable Adjustments Please provide details of any special arrangements/adjustments in relation to either communications or access requirements if invited to interview.			
Driving Licence Do you hold a full, clean driving licence valid in Ireland and the UK?			
This criterion may be waived if a disability prohibits driving. In this case you must have access to a form of transport which allows you to fulfil the requirements of the job in full. If appropriate, please indicate how you would meet this requirement.			
Right to work in Ireland Do you need a work permit to work in Ireland or Northern Ireland? As required under legislation, we will require you to present documentary evidence to confirm your right to work e.g. <i>Your Passport or other Official Documentation including your Full Birth Certificate or any other eligible documentation.</i>			

2. APPLICANT EDUCATION / QUALIFICATIONS

Degree/Diploma/Certificate	Result	Date Obtained

Relevant membership of professional bodies (and courses attended)

Date To/From	Details	Grade of Membership

3. APPLICANT EMPLOYMENT HISTORY – CURRENT

Current Employment: Please include any previous experience (paid or unpaid), starting with the most recent first.

Name of Current Employer			
Employment Date	From	To	
Address of Current Employer		Postcode	
Current Position / Job Title			
<p>Key Duties and Responsibilities: Please use this to also note any additional Information (any other relevant information you feel may be relevant):</p>			

4. APPLICANT EMPLOYMENT HISTORY – PREVIOUS

Previous Employment: Please include any previous experience (paid or unpaid), starting with the most recent first.

Name of Previous Employer			
Employment Date	From	To	
Address of Employer		Postcode	
Position / Job Title			
Key Duties and Responsibilities: Please use this to also note any additional Information (any other relevant information you feel may be relevant):			

Name of Previous Employer			
Employment Date	From	To	
Address of Employer		Postcode	
Position / Job Title			
Key Duties and Responsibilities: Please use this to also note any additional Information (any other relevant information you feel may be relevant):			

Name of Previous Employer			
Employment Date	From	To	
Address of Employer		Postcode	
Position / Job Title			
Key Duties and Responsibilities: Please use this to also note any additional Information (any other relevant information you feel may be relevant):			

5. GAPS IN EMPLOYMENT

From	To	Reason for Gap

6. INFORMATION IN SUPPORT OF YOUR APPLICATION

Skills, abilities and experience

Please use this section to demonstrate why you think you would be suitable for the post by reference to the job description and personnel specification, essential and desirable criteria. (and by giving examples). Please include all relevant information, whether obtained through formal employment or voluntary/leisure activities.

Essential Criteria

1. **Minimum IJA Level 2 Coach Award or equivalent:**
2. **Undergraduate Degree in Performance Related Field:**
3. **Demonstrable medal-winning coaching success at EJU/IJF Level competition for Cadet, Junior & Senior Judoka:**

Desirable Criteria

1. Coached Athletes to Cadet, Junior & Senior major international medals:

2. Athlete at European (Continental), World, Olympic Level:

3. IJF Undergraduate / Academy Certificate / IJF Master Coach:

Skills

Disposition & Personal Qualities

Additional Information Supporting Application

Is there any reason that you cannot work in regulated activity? Please Tick

Yes	No
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If yes, please give details

7. CHILD PROTECTION (This post is a 'regulated position')

**Is there any reason why you would not be suitable to work with children/young people?
YES/NO (delete as appropriate. If 'Yes', please detail reasons below):**

8. CRIMINAL RECORD DETAILS

Please ensure you complete this section carefully.

The IJA has a responsibility to check whether persons who apply for Coaching positions have a criminal record. In order for the IJA to fulfil this responsibility, you are required on this form to declare any criminal convictions you may have. The fact that a person has a criminal record does not automatically render him or her unsuitable for the post. You should be advised that the above includes DRIVING OFFENCES AND ABSOLUTE DISCHARGES. A candidate found to have failed to declare any of the above will be liable to disqualification or if appointed to dismissal. Any information given will be completely confidential.

Have you been convicted in a court of law of any criminal offence? (See note above)

YES/NO

Please give details (including nature of offence(s), sentence(s) and date(s)).

9. REFEREES

Please give the details of two referees of persons who must not be related to you. One of which must be from your current or most recent post. Referees will not be contacted prior to offer of appointment.

Referee Name		Referee Name	
Position		Position	
Company Name		Company Name	
Address		Address	
Email		Email	
Telephone No		Telephone No	

10. Data Protection

The information that you provide on this form and that obtained from other relevant sources will be used to process your application for employment.

The personal information that you give us will also be used in a confidential manner to help us monitor our recruitment process.

If you succeed in your application and take up employment with us, the information will be used in the administration of your employment with us and to provide you with information about us via your payslip. We may also use the information if there is a complaint or legal challenge relevant to this recruitment process.

We may check the information collected with third parties or with other information held by us. We may also use or pass to certain third parties information to prevent or detect crime, to protect public funds, or in other ways as permitted by law.

By signing the application form we will be assuming that you agree to the processing of sensitive personal data, (as described above).

11. DECLARATION

I declare that all the foregoing statements are true, complete and accurate.

I understand that if I give wrong information or leave out important information I could be dismissed if I take up this job.

I understand that to take up this job I must have satisfactory references, and disclosure checks (if applicable).

I understand that I may be asked to show some formal identification and evidence of qualifications if required.

I confirm that as far as I know there are no medical reasons which would stop me from carrying out the duties of this job.

I agree to you making any necessary enquiries during the recruitment and selection process I understand that canvassing will disqualify me from the selection process for this job.

Signed		Date	
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