Sport Ireland ASPIRE Programme

Position:	Aspire Graduate
Location:	Irish Sport HQ, Sport Ireland Campus, Blanchardstown, Dublin 15 **or** Kerry Sports Academy, Munster Technological University, Tralee, Kerry.
Contract Length:	11-month contract
Full time / Part time:	Full time - 39 hours per week. Hours of work will be those necessary to carry out the full responsibilities of the post, some of which may be in the evening and/or weekends. Time-off-in-lieu will be allowed in respect of working evenings and weekends.
Remuneration/benefits:	- €26,620 (per annum – pro rata over 11 months) - Excellent working conditions - Opportunity to avail of continuous professional development training specific to the role and as deemed appropriate - Access to company Employee Assistance Programme
Application closing date:	Monday 27th of February at 12 noon (Interviews will be scheduled for week of 6th of March)
Programme duration:	2023 – Jan 2024
Reporting to:	Sport Inclusion Coordinator

The Sport Ireland ASPIRE Programme

ASPIRE is a graduate employment programme that is being funded by Sport Ireland. This programme has been approved by Government with support from the Dormant Accounts Fund. The aim of this programme is to enable a number of recently qualified sport and physical activity graduates to gain relevant experience working in the sports sector and to develop relevant skills and knowledge. The successful graduate will receive an 11-month contract and will work directly for Cara Sport Inclusion Ireland. Cara Sport Inclusion Ireland are responsible for the recruitment and selection of the graduate.

Background to our organisation:

Sport and physical activity are central to the fabric of life in Ireland. There is a growing awareness and understanding that peoples' lives can be enhanced through participation, especially by improving health and wellbeing, increasing social interaction and empowering people to be the best they can be.

Cara, Sport Inclusion Ireland is a national organisation, which works collaboratively with organisations across sport, health, fitness, outdoors, education and the disability sector to impact on increased opportunities for people with disabilities to participate in sport and physical activity. We work with many organisations across Ireland to increase awareness, access and opportunities for people with disabilities to participate in active and healthy lifestyle opportunities.

Cara Sport Inclusion Ireland is delighted to be collaborating with Sport Ireland to offer a graduate the opportunity to participate in the Aspire Graduate Programme and join our organisation at an exciting time as we:

- Launch a new 10-year vision for our organisation and embark on delivering a new and ambitious 5-year strategy.
- Continue to deliver and expand the roll out of the Xcessible Programme for Local Sports Partnerships, National Governing Bodies and Clubs.
- Host the National Active Disability Services Awards.
- Roll out the Active Healthy Me Programme for adults attending Adult Day Services across Ireland.
- Continue to deliver high standard inclusive training workshops with the support of our tutor network.
- Engage with youths with disabilities as part of our insights development to understand their experiences in leading an active and healthy lifestyle.
- All these and much more exciting projects and programmes to learn about, get involved with and support.

Key Job Duties & Responsibilities

The role of the ASPIRE Graduate will be to support and coordinate programmes and projects specific to our annual operational targets for 2023. This placement offers the successful graduate a significant opportunity to gain relevant experience and to potentially advance their career in the sports sector. Previous experience in a similar role is not required

Cara Sport Inclusion Ireland will strive to provide the successful graduate with the opportunity to experience a number of areas across our organisation such as programme planning, delivery and evaluation; research; special events planning and administration experience. During the 11-month contract, you will receive the opportunity to:

- Support our team in achieving projects/programme objectives planned for 2023.
- Work closely with our Sports Inclusion Coordinator supporting the ongoing development of the Xcessible Programme for clubs, National Governing Bodies of Sport and Local Sports Partnerships while reviewing the potential to offer the programme to other sectors.
- Support the ongoing promotion of the Sport Inclusion Disability Charter.
- Provide administrative support across the organisation and support in the delivery of the Active Disability Service Awards 2023.
- Support the planning and implementation of the National Seminar for Inclusion 2023.
- Engage in other areas of planning and support as requested.

This job description is a guide to the general range of duties and is not intended to be either restrictive or definitive and may be subject to periodic review.

Essential Requirements:

The graduate must meet all of the below:

- **Have graduated with a Master's or Primary Degree in the area of Sport or Physical Activity between January and November 2022.**
- **Be currently unemployed i.e. not in current employment.**
- **Be available for the 11-month contract duration.**
- **Be eligible to work in Ireland.**

Skills

- Strong planning and organisational skills and an ability to work independently and on own initiative.
- Strong communication skills, including competency in written communication.
- Proficient in Microsoft Office and IT skills.

To Apply

Please send a CV and cover letter to smacsweeney@caracentre.ie with the subject Aspire Graduate Programme. The closing date for applications is Monday 27th of February at 12 noon. Interviews to be held the week of the 6th of March.

Cara Sport Inclusion Ireland is an Equal Opportunities Employer and is committed to promoting, maintaining and adding to our diverse and inclusive work environment.

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