

Student Sport Ireland

Irish Sport HQ, Sport Ireland Campus
Blanchardstown, Dublin 15, D15 DY62

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Physical Activity and Wellbeing Manager Job Description

12th January 2024

Student Sport Ireland Vacancy

Student Sport Ireland (SSI) invites applications for the full-time contracted role of Physical Activity and Wellbeing Manager. Please see below detailed job description, application process, and closing date for applications.

Post Overview:

- 24-month full-time contract subject to completion of a probationary period;
- €40,000 starting salary with pension;
- 23 Annual Leave Days;
- Based at Irish Sport HQ, on the Sport Ireland Campus, Dublin;
- Application Closing Date: Noon, 31st January 2024;
- Interviews: In person at Irish Sport HQ, Sport Ireland Campus.

About Student Sport Ireland

Affiliated to FISU (the International University Sports Federation) and the Federation of Irish Sport, SSI is recognised by both Sport Ireland and Sport Northern Ireland as the representative body for higher education (HE) sport on the island.

With 23 affiliated HEIs representing over 237,000 full-time students, SSI's core work includes the coordination and governance of third level sports competitions; the promotion of student sport and physical activity; the provision of learning, development, networking, information, and knowledge sharing opportunities for SSI members; the undertaking of research studies to investigate sport and physical activity, provision and investment; and the representation, advocacy, and promotion of the sector to government and stakeholders.

SSI is governed by a Board, employs three staff, with an office at Irish Sport HQ on the Sport Ireland Campus, Dublin 15. To learn more about SSI and its work, please visit the [SSI website](#) and view the current [strategic plan](#).

Role Overview

SSI and its members have identified physical activity and health and wellbeing with the broader remit of positive physical and mental health as a strategic priority for the organisation and the wider HE sports sector, and have set out a clear commitment for SSI and the sector to both support stakeholders and play a leading and active role in promoting the benefits of a physically active and healthy lifestyle to the student population.

This commitment is reflected in Physical Activity and Wellbeing being identified as one of three strategic pillars in the current SSI strategic plan with the strategic objective to *"Promote, enable, and highlight the benefits of physical activity and wellbeing to the student experience and inspire more students to be more active more often"*.



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With the support of Sport Ireland, SSI has successfully secured funding under the Healthy Ireland Fund to resource the new full-time role of SSI Physical Activity and Wellbeing Manager.

Working directly with SSI members and key stakeholders the role offers the successful appointee the unique opportunity to build and develop SSI's physical activity and wellbeing strategic objectives and deliver on the organisation's stated remit to promote the benefits of physical activity and wellbeing and to inspire more students to be more active more often as set out in its strategic plan.

Specifically, the appointee will lead the delivery and implementation of the objectives and actions set out in the strategic plan and as detailed below.

Role Responsibilities and Objectives

The primary responsibilities and objectives of the role are as follows:

- i. Informed by national and international best practice, undertake a scoping exercise to investigate SSI's role and remit in the delivery of physical activity initiatives for the HE sports sector in Ireland;
- ii. Informed by the above scoping exercise, develop an SSI physical activity and wellbeing strategy incorporating a policy framework to align with the Healthy Ireland National Physical Activity Plan for Ireland, the National Sports Policy, the Sport Ireland Participation Plan, and relevant government policies;
- iii. Undertake a review of national and international best practice to identify and investigate models of healthy campus and student focused physical activity and wellbeing campaigns and initiatives, and informed by this exercise, develop bespoke initiatives that could be replicated by SSI nationally and SSI affiliated HEIs locally;
- iv. Modelled on the existing SSI network¹ develop, support, and coordinate a network of both SSI affiliated HEIs personnel whose remit is to coordinate and deliver on-campus physical activity and wellbeing initiatives, and relevant external stakeholder representatives;
- v. On the successful development and delivery of the above, oversee the implementation and management of the delivery of the campaigns and initiatives set out in the action plan;
- vi. Explore funding opportunities to establish baseline data on levels of student physical activity to, in turn, inform the development of future physical activity programmes and initiatives to increase student activity.

¹ Directors of Sport, Heads of Sport, Sports Development Managers, Sports Officers, Sports Development Officers and Sports Administrators.





Candidate Qualifications and Experience

The successful candidate will have the following qualifications, skills, and experiences:

Essential:

- A third level undergraduate qualification;
- Five years' experience in a similar role;
- Proven experience in policy and strategy development, writing and presentation;
- Knowledge and understanding of national and international physical activity, health and wellbeing policies and initiatives;
- Proven skills and experience in the design, development, and delivery of physical activity, health, and wellbeing initiatives;
- Extensively networked within the physical activity, health and wellbeing, and sports communities on the island;
- Excellent attention to detail; report writing and presentation skills;
- Excellent communication and interpersonal skills;
- Significant project management skills and experience.

Desirable:

- A postgraduate third level qualification in health and wellbeing, health promotion, physical activity, sport, or recreation or equivalent;
- Understanding of the HE physical activity, Healthy Campus initiative, and sport environment;
- A full, clean driving license and access to own transport.

This above is not to be regarded as exclusive or exhaustive, and it is envisaged that additional reasonable responsibilities will arise as the role develops and as the above priorities are delivered.

The Candidate:

- Eligible to work full-time in Ireland;
- Proven ability to work on own initiative;
- Self-motivated with a strong work ethic;
- Flexible, positive attitude;
- Energised by the opportunity to develop and shape the new role, and the responsibility of leading and building SSI's physical activity and wellbeing remit;
- Demonstrated passion for policy design and development and implementation;
- Ability to interact and influence stakeholders from a range of disciplines.

Contract, Salary, and Annual Leave: Subject to completion of a 6-month probationary period, the successful applicant will be employed on an initial 24-month full-time contract on a starting salary of €40,000 with 23 days annual leave. The appointee will be eligible for pension on completion of 12 months continuous employment. The appointment is always contingent on continued availability of the funding which supports this post and is terminable by notice.

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Hours of Work: The successful applicant will be required to work a 40-hour week, primarily 9am to 5pm, Monday to Friday. Occasional evening and weekend work will arise but with time in lieu or reduction in weekly hours granted with the prior agreement of the Development Manager.

Reporting To: The Development Manager.

Place of Work: The SSI Office, Irish Sport HQ, Sport Ireland Campus, Dublin 15.

How to Apply: Applicants are requested to submit a cover letter and an up-to-date CV via email to Ciarán Ó hlarnáin, SSI Development Manager, at ciaran@studentsport.ie. While applicants are not at this stage required to submit referee details, an offer of employment to the preferred candidate will be subject to receipt of satisfactory references.

Interview: Shortlisted candidates will be invited to interview in person at Irish Sport HQ on the Sport Ireland Campus.

Closing Date for Applications: 12 Noon, 31st January 2024. Late applications will not be considered.

Student Sport Ireland is an equal opportunities employer.

The SSI Physical Activity and Wellbeing Manager role is funded through and with the support of the Sport Ireland Healthy Ireland Fund.

