



Inspire - Build - Sustain



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About Ulster Hockey

Ulster Hockey is one of four affiliated branches that together form Hockey Ireland. Hockey Ireland, as the overall governing body for the sport across the island, is the principal body responsible for the development of hockey at all levels. In its relationship with Hockey Ireland, Ulster Hockey has responsibility for the administration, development, and delivery of hockey within Ulster. Following the amalgamation of the Ulster Branch of the then Irish Hockey Association (UBIHA) and the Ulster Women's Hockey Union (UWHU) to form the Ulster Hockey Union (UHU) in May 2009.

Ulster Hockey currently supports the efforts of 27 men's and 50 women's clubs (Men & Women) and 12,000 members and players across the Province. The headquarters of Ulster Hockey is in Belfast.

The current Youth Development Officer has decided to move on from the role, however the post holder has had a significant input into the development of a new long-term strategy which has been launched in November 2021. The priorities for the development of youth hockey and the scope of the role within the wider strategic context is clearly outlined in the strategy.

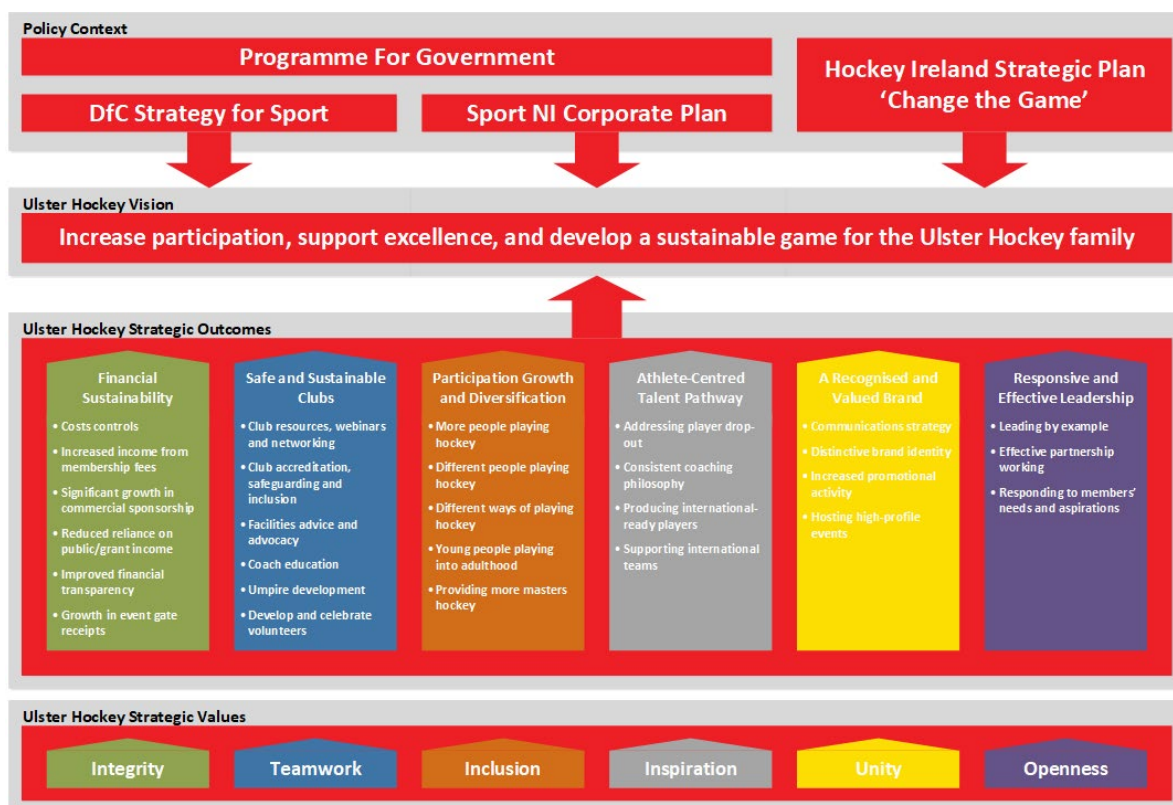
Ulster Hockey works with a range of public bodies to deliver on its key strategic objectives. Core to this work is providing support and services to clubs, members and players which strengthens the ongoing development and delivery of sport within Ulster.

The organisation is now seeking someone for the role of Youth Development Officer to help lead the organisation and implement this strategy to ensure that it delivers on its ambitious growth targets in terms of participation, success, profile and financial sustainability.

Strategic Framework

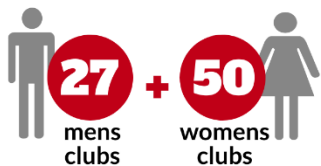
Over the last six months, Ulster Hockey consulted extensively with Board members, staff, volunteers and players - young and old - to identify the key issues and challenges facing the organisation and priorities that need to be addressed in the short, medium, and longer-term. Throughout the process, it was clear that stakeholders' concerns were centred on sustaining the expectations associated with modern club activities, including administration, coaching, umpiring and increasingly, statutory obligations.

This process has resulted in a Strategic Plan, designed to establish outcomes, objectives and related actions for the development of Hockey in Ulster over the period 2021 and 2026. It aims to ensure sustainability amongst all clubs and provide targeted growth in those priority areas identified in the plan. The emphasis on creating sustainable clubs and offering focused support for key initiatives over the lifetime of this plan emerged from a detailed engagement and consultation process, with the following strategic framework developed.



Ulster Hockey - Where Are We Now?

Clubs



Players

12,000

total participant members at affiliated clubs



7

Tokyo Olympians



35

junior age grade players engaged in talent development programmes

128

in Ulster talent squads

270

in U15 Talent Development Programme

Teams



296

junior teams



209

senior teams

Coaches

432

accredited coaches



Umpires

146

accredited umpires



Schools

78

senior schools supported to deliver hockey

208

primary schools supported to deliver hockey



Blitzes

50

school-based Youth Blitzes planned and delivered



Social Media



8,000

Twitter followers



7,000

Facebook followers



4,300

Instagram followers

Vision, Mission and Values

Vision

Through our strategic plan we want to inspire more people to get involved in hockey and more people to stay involved in all aspects of the game. Our Vision is therefore to:

**Increase participation, support excellence
and develop a sustainable game for the Ulster Hockey family.**

Mission

Ulster Hockey is responsible for the promotion and development of lifelong participation, delivering a quality experience and supporting clubs that allow both individuals and teams to enjoy, engage and excel at all levels in the sport. Our plan is to keep working towards this Mission Statement:

INSPIRE involvement, **BUILD** capacity and **SUSTAIN** Clubs

Values

We have set ourselves a challenging and stretching vision. As momentum builds it will be increasingly important to draw upon values that build unity and purpose. With our people as our richest asset, our values will set the standard for how we work together in delivering the vision.

Our values will help the organisation grow as a hockey family and will set us apart. Bringing our plan to fruition through respectful engagement also ensures that we stay true to our founding values as we build our future vision together.

We Identified the values that best capture the spirit and culture of Ulster Hockey following in-depth consultation with our Board and Staff. Six broad areas emerged as important and distinctive to Ulster Hockey.

These are encapsulated within our values and articulated as:

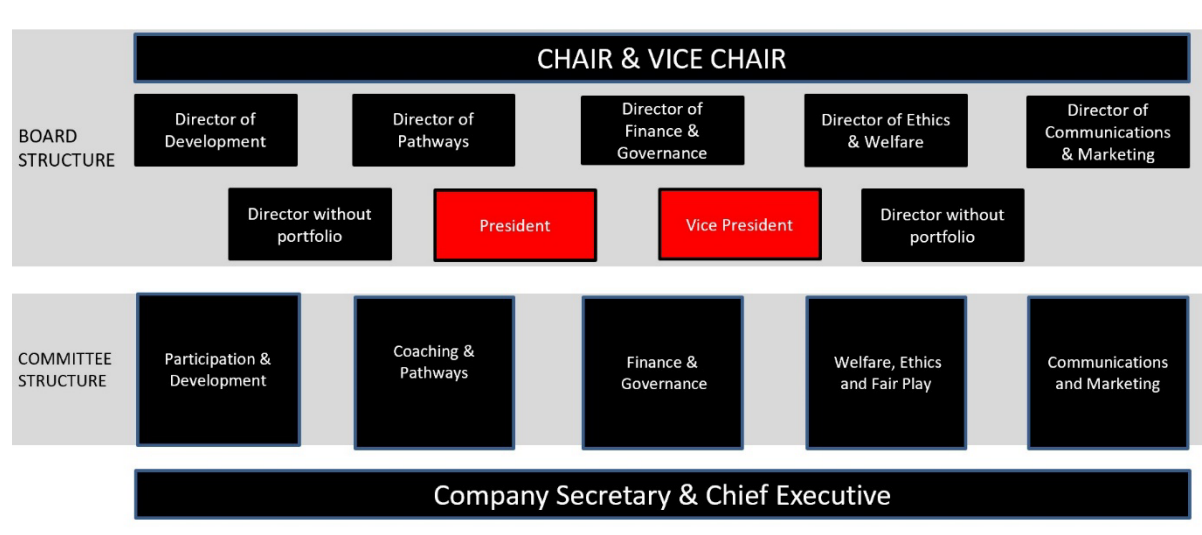
- **Inclusion**, which means we are respectful.
- **Integrity**, which means we are responsible.
- **Inspiration**, which means we lead.
- **Teamwork**, which means we are collaborative.
- **Openness**, which means we are engaging.
- **Unity**, which means we are pioneering.

As we deliver our Strategic Plan, Ulster Hockey will continue to evolve and grow. We will regularly review our values, vision, and mission to ensure they reflect the organisation we want to be. all our decisions.

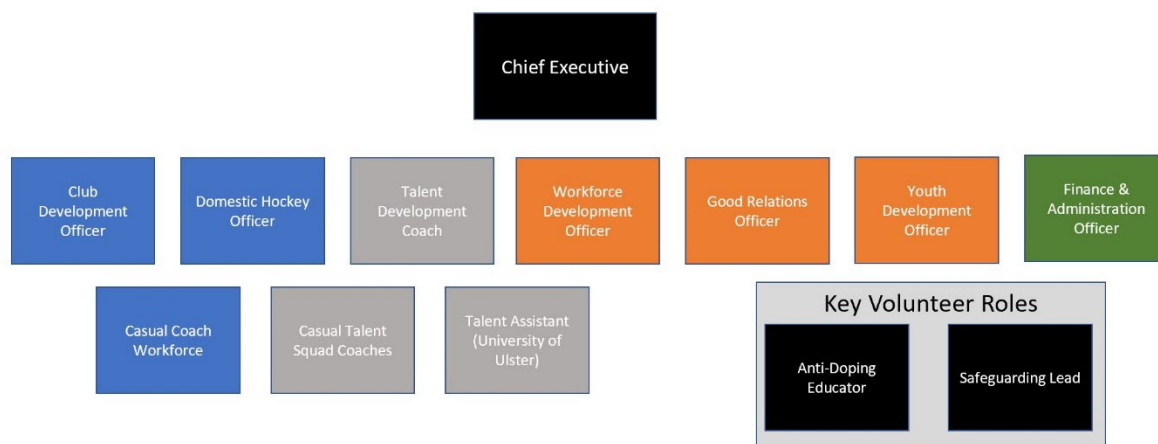
The Structure

In parallel with the strategic development, Ulster Hockey has reviewed its legal structures and has been operating as an incorporated structure, Ulster Hockey Ltd, since April 2021.

The following Board & Committee structure is being implemented:



The current Ulster Hockey Executive structure - currently under review - is as follows:



Job Description

Main Location - Head Office, Unit 5G, Stirling House, 478 Castlereagh Road, Belfast. The position will involve travel between various locations throughout Ulster during summer months of July and August. The post will work across the Mid Ulster council area for remainder of term.

Responsible to - Club Development Officer

Hours - 20 hours per week, with some evening and weekend work required.

Salary - £12 per hour

Duration - Fixed term until 31st March 2023 subject to funding.

Probation - This role is subject to a probation period of 6 months.

Funding - The post is part funded by Mid Ulster Council.

Ulster Hockey, through funding from Mid Ulster Council, Sport NI and Ulster Hockey, has created this new role. The aim of the post is to deliver hockey coaching programmes in school, community and club settings across the province with a view to increasing participation in hockey amongst under-represented groups including young people, older people, women and girls, people with a disability, people from minority ethnic groups and people from socio-economically deprived groups.

The post holder will be responsible for the delivery of a range of hockey coaching sessions to key under-represented groups, in a variety of settings within the local community. The post holder will be expected to work across the selected council area.

The post holder will also ensure that all responsibilities are carried out in a timely effective manner and that general confidentiality is maintained in all issues relating to the work of Ulster Hockey.

MAIN DUTIES & RESPONSIBILITIES

1. To assist the Ulster Hockey Club Development officer in the planning and organisation of the coaching programmes and holiday camps to ensure it meets the aims and objectives of the each funding stream
2. To deliver the Ulster Hockey coaching programme and associated events (eg blitz days) targeting key under-represented groups as identified within the funding conditions.

3. To assist community groups/organisations, schools, clubs and other relevant organisations to develop their capacity to deliver hockey and/or sign post them to Ulster Hockey for further support
4. To link effectively with existing sport/physical activity provision in local council areas to ensure efficient use of resources and minimum duplication in delivery of Ulster Hockey coaching activities.
5. To undertake further training as required.
6. Any other duties that may reasonably be undertaken in the pursuit of the overall objectives of the coaching programme, as deemed appropriate by Ulster Hockey.

GENERAL

7. To comply with Ulster Hockey's policies and procedures on all aspects of Equal Opportunities, Safeguarding, Health and Safety
8. Undertake the foregoing duties in such a way as to enhance and protect the reputation and public profile of Ulster Hockey.
9. Any other duties as may be allocated from time to time in accordance with the general nature of the post.

This job description is not to be regarded as exclusive or exhaustive. It is intended as an outline indication of the relevant roles and responsibilities for the post. The job description is subject to amendment in light of the changing needs of the organisation.

The Person

The post holder will be an experienced, motivated, hardworking and enthusiastic individual. This role requires an organised individual with strong interpersonal and communication skills. The self-motivated individual will have the ability to use self-initiative, with good attention to detail and demonstrate a professional and courteous manner.

Essential criteria

- Experience in coaching junior hockey
- Experience in running club or school blitz days
- Level 1 Hockey coaching award
- Experience of working with stakeholders and partners to achieve success
- Strong IT skills including the use of Microsoft Office
- Eligible to work in Northern Ireland
- Valid current driving licence and have the use of a vehicle for business purposes or have access to a form of transport that will permit them to meet the requirements of the post in full*

*(*consideration will be given to alternative travel proposals in respect of applicants with a recognised disability who cannot hold a driving licence)*

Desirable Criteria

- A minimum of 2 years hockey coaching experience
- Experience of managing volunteers
- Experience in properly promoting events on social media

The Process

The Selection Process

Applicants must submit a CV and covering letter which clearly and fully demonstrates how they meet the key requirements for the role. Shortlisting will be based on the criteria outlined above and it is essential therefore that applicants fully describe on the form how they meet the requirements of the role.

Eligibility Sift

After the closing date, the first stage in the selection process will be to conduct a sift of the applications against the eligibility criteria. Applicants who have not fully demonstrated on their application form how they meet each of the eligibility criteria will not progress to the next stage of the process. Please note that in the event of a large candidate pool, we use the desirable criteria as part of the process.

Interviews

Candidates successful at the initial stages will be invited to meet with a selection panel.

Arrangements

Please make us aware of any potential issues regarding your availability in the coming weeks to meet with us. Whilst every effort will be made to accommodate you, given the difficulties in arranging panels, flexibility may not be possible.

Please also make us aware of any special adaptation which may be required for the interview process.

Appointment

Following the recruitment process, the appointment will be offered to the preferred candidate with the post holder expected to take up the post as soon as availability allows.

Pre-employment Checks

All offers of employment are subject to receipt of satisfactory references and Access NI checks.

How to Apply

Please send a role specific cover letter and CV to admin@ulsterhockey.com with the subject line of: 'Regional Hockey Coach Application'.

Alternatively, applications can be posted to:

Ulster Hockey
Unit 5G Stirling House
Castlereagh Business Park
Castlereagh Road
Belfast
BT5 6BQ

Please note applications must be sent before the closing date of **5pm on Friday 20th May 2022**. Whilst we will acknowledge receipt of your application as soon as possible, it is the candidate's responsibility to ensure that it has been received on time. Applications received after this time will not be considered.

Interviews are likely to be scheduled week commencing 30th May 2022.

We look forward to reading your application. If you have any questions regarding the process or any information contained in this document, please do not hesitate to contact us for a confidential discussion on any aspect of the role.



ULSTER
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125 Years of Hockey in Ulster