



# ULSTER HOCKEY

# HEAD OF PATHWAYS

**Inspire - Build - Sustain**



# Contents

<b>Section</b>	<b>Page</b>
About Ulster Hockey	3
Strategic Framework	4
Where are we Now	5
Vision, Mission and Values	6
Ulster Hockey Structure	7
Job Description	8
The Person	11
The Process	13
Reply Instructions	14

# 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.

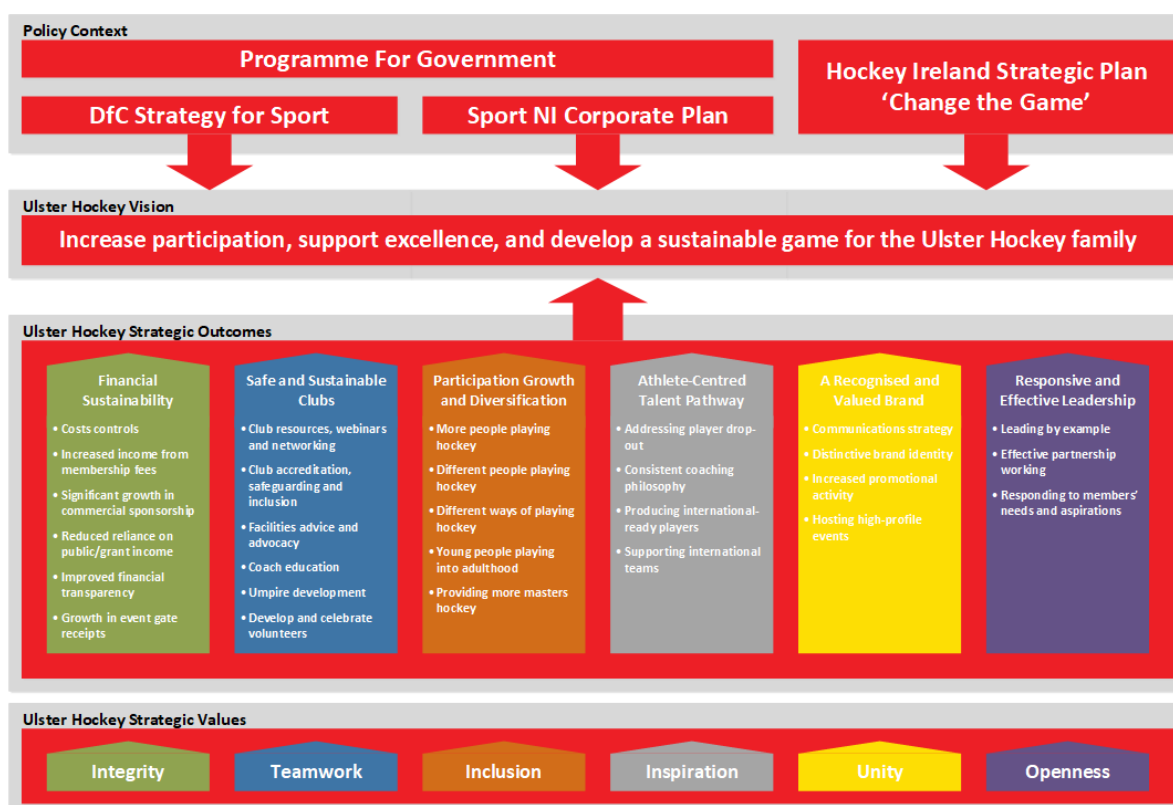
Ulster Hockey works with a range of public bodies to deliver on its key strategic objectives. Core to this work is providing support and services to clubs, members and players which strengthens the ongoing development and delivery of sport within Ulster.

With the support of Ulster University and endorsement of Hockey Ireland, Ulster Hockey is seeking to recruit a Talent & Pathways Officer to strengthen and embed the talent development system in the sport and to contribute to the success of both Ulster Hockey and Ulster University in developing talented players to their full potential and to grow the sport at all levels in the further education sector. The priorities for the development of our talent pathway and the scope of the role within the wider strategic context is clearly outlined in the Ulster Hockey strategy.

# Strategic Framework

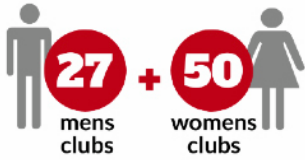
Over the last six months, Ulster Hockey consulted extensively with Board members, staff, volunteers and players - young and old - to identify the key issues and challenges facing the organisation and priorities that need to be addressed in the short, medium, and longer-term. Throughout the process, it 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

**14,000**

total participant members at affiliated clubs



**10**

Paris Olympians



**35**

junior age grade players engaged in talent development programmes

**128**

in Ulster talent squads

**270**

in U15 Talent Development Programme

## Teams



**300**

junior teams



**215**

senior teams

## Coaches

**890**

accredited coaches



## Umpires

**395**

accredited umpires



## Schools

**78**

senior schools supported to deliver hockey

**230**

primary schools supported to deliver hockey



## Blitzes

**50**

school-based Youth Blitzes planned and delivered

**3,500**

participants in school blitz days



## Social Media



**9905**

Twitter followers



**4900**

Facebook followers



**10,343**

Instagram followers



**15.9M**

views on social media



**73.5K**

accounts reached per month



**720K**

video views

# 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:

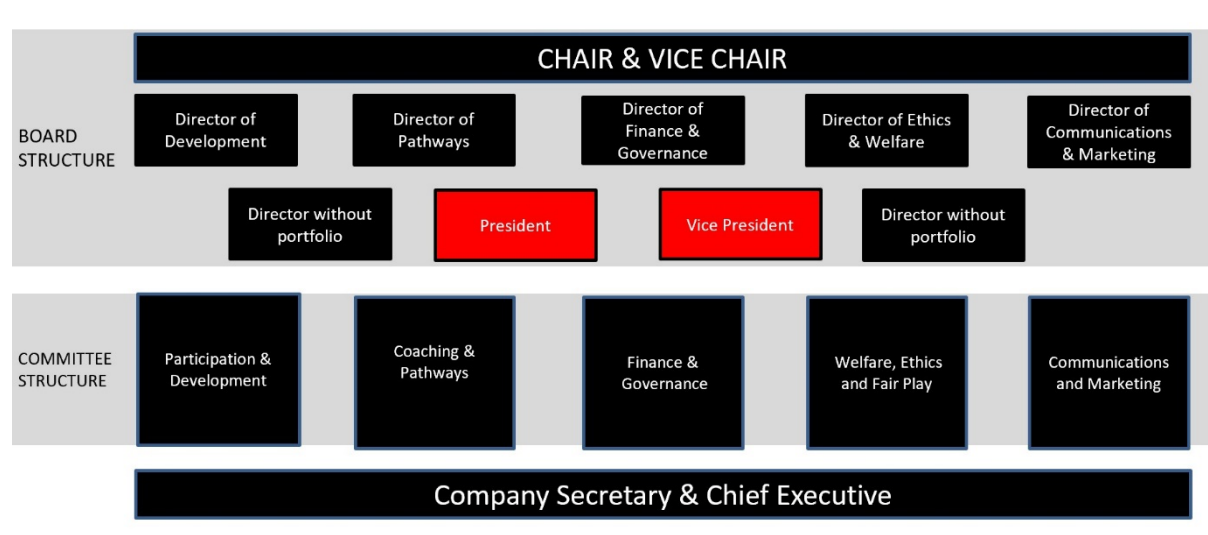
- **Inclusion**, which means we are respectful.
- **Integrity**, which means we are responsible.
- **Inspiration**, which means we lead.
- **Teamwork**, which means we are collaborative.
- **Openness**, which means we are engaging.
- **Unity**, which means we are pioneering.

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.

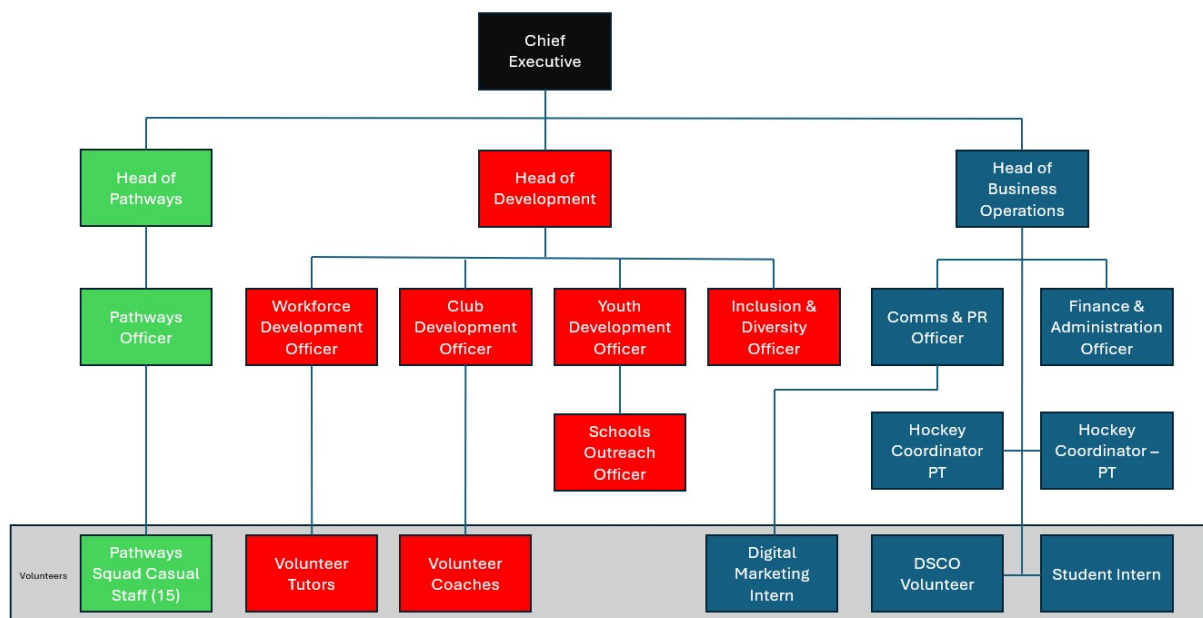
# The Structure

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

---

**Job Title** - Head of Talent & Pathways

**Main Location** - Ulster Hockey Office & some remote working

**Responsible to** - Chief Executive Officer

**Hours** - 37.5 hours per week, with some evening and weekend work required.

**Salary** - £34,000 per annum

**Duration** - Permanent

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

The postholder will lead Pathways lead the design and delivery of programmes within Ulster Hockey's Talent and Pathways structures and ensuring alignment to the dual Hockey Ireland and Great Britain High Performance structures and outcomes and other areas of the Ulster Hockey player pathway.

The design and delivery of the programmes will focus on players of both genders and concentrate in the age bracket of 10 to 24 years of age, with a focus on transition points in the education pathway.

The post holder will be tasked with leading the Pathways coaching staff team to deliver on all required outcomes.

## Main Areas of Responsibility

1. To lead the design, implementation and management of all Primary School and Under 13 Regional Talent Programmes, including coaching staff and monitoring budgets.
2. To lead the design, implementation and management of the U15 Talent Development Programme, including assessment, individual target setting, mentoring schemes and budgets.
3. To lead the Performance Programmes at U16 and U18 age bracket both male and female, including competitive opportunities outside of Ireland. Maintenance of a budget within these programmes.
4. To lead the design, implementation and management of the pathways coach development and mentoring programme to ensure a suitable coaching resource is available in the region to deliver the Pathways programme.

5. To provide reports for the UH Board, Chief Executive & Coaching & Pathways Committee as required.
6. To profile and promote the talent and pathway programme outcomes with UH colleagues.
7. To contribute to the strategic development of hockey within Ulster as required, with a particular emphasis on the hockey and education pathways between school, club and university.
8. To set up and deliver Talent Camps for UH in accordance with their role within UH's talent system with a focus on the further education environment. This responsibility will include managing budgets, while also introducing new innovative methods & techniques.
9. To support players sourcing other avenues of individual support eg Mary Peter's Trust, Local Councils, local university Athlete Entry & Scholarship opportunities etc.
10. To build long term relations between players, parents, UH in respect of education and career opportunities & programmes.
11. To identify and engage potential sponsors and partners to support the Talent Programme from a financial perspective in collaboration with the Chief Executive and Head of Commercial.

#### **General**

14. To attend staff meetings and prepare papers and KPI reports as required
15. To participate in organisational training, staff reviews and avail of appropriate opportunities that contribute to personal development and career aspirations
16. Act in accordance with the Code of Conduct for Ulster Hockey employees and the values of relevant partner organisations.
17. Comply and actively promote Ulster Hockey's policies and procedures as directed.
18. Undertake the foregoing duties in such a way as to enhance and protect the reputation and public profile of Ulster Hockey and all relevant partner organisations.
19. 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 areas of activity and will be reviewed with the postholder on a continuous basis.

# The Person

	Essential	Desirable
Qualifications & Attainments	<ul style="list-style-type: none"> <li>* A minimum of 5 GCSEs (or equivalent) pass (grade A-C) including mathematics and English</li> <li>* A third level qualification that can be proven relevant to the post</li> <li>* A level one hockey coaching qualification (commitment to work towards level 2 coaching award is essential)</li> </ul>	<ul style="list-style-type: none"> <li>* A level two hockey coaching qualification</li> <li>** A third level qualification in a sports related discipline i.e. Sports Coaching, Sports Science or Sports Management (or similar)</li> </ul>
Relevant experience & knowledge	<ul style="list-style-type: none"> <li>* 3 years demonstrable experience of coaching players and/or managing a programme at either a pathways level or in a sports development context</li> <li>* 3 years demonstrable experience of coaching players and/or managing a programme in the age category of 10 - 24</li> <li>* Demonstrable experience of achievements and successes in a sports development context</li> <li>* Demonstrable experience of designing and implementing talent search or sports development programmes</li> <li>* Demonstrable experience of managing staff and budgets</li> </ul>	<ul style="list-style-type: none"> <li>** 5 years demonstrable experience of coaching players and/or managing a programme at either a pathways level or in a sports development context</li> <li>** 5 years demonstrable experience of coaching players and/or managing a programme in the age category of 10 - 24</li> <li>** Knowledge of sports systems in a further education setting</li> </ul>
Special Aptitudes	<ul style="list-style-type: none"> <li>Sound oral and written communication skills</li> <li>Ability to work on own initiative and as part of a team</li> <li>Ability to provide creative solutions to technical issues</li> </ul>	

	<p>Ability to undertake work/tasks involving a high degree of attention to detail</p> <p>Ability to work under pressure and meet tight deadlines</p> <p>Strong planning and organisational skills including time management, resource management and prioritising work load</p> <p>Ability to form effective management/coaching teams</p> <p>Ability to influence and mentor other coaches</p> <p>Strong interpersonal skills including the ability to liaise with a wide range of people of different ages and backgrounds; and build effective working relationships with each</p> <p>Competent use of Microsoft Office (including Word, Excel and Powerpoint)</p>	
Disposition	<p>Remain calm under pressure</p> <p>Self-motivated and committed</p> <p>Player centred</p> <p>Driven by pursuit of success</p>	
Circumstances	<p>* Ability to work 37.5 hour week</p> <p>* Ability to work outside normal working hours, including weekends</p> <p>* Access to a form of transport that will permit the post-holder to meet the requirements of the post in full</p>	

	<p>* Ability to communicate in English</p> <p>* Eligible to work in the UK/NI</p> <p>Available and willing to undertake further training as necessary for the post</p>	
--	--	--

# 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 with asterisks (\*)(\*\*) and it is essential therefore that applicants fully describe on the form how they meet both the essential and desirable 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](mailto:admin@ulsterhockey.com) with the subject line of: 'Head of Pathways 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 **12pm on Monday 18<sup>th</sup> May**. 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.

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.