



Cumann Lúthchleas Gael is Ireland's leading sporting and cultural organisation with membership approaching one million people and in excess of 500,000 playing participants at all levels. Inspired by its amateur status and supported by the voluntary efforts of all its members, the GAA devotes its entire resources to the development of Gaelic Games and Culture nationally and in local communities.

GAMES DEVELOPMENT ADMINISTRATOR x 2

United States Gaelic Athletic Association

The United States Gaelic Athletic Association (USGAA) wishes to recruit two Games Development Administrators on part-time contracts. Each of the role holders will be based in one of the following Regions:

- Northeast Division – Boston and surrounding area
- Philadelphia Division

The Games Development Administrators will be contracted to work approximately 600 hours over the course of 2018.

The Games Development Administrators will be responsible for the implementation of GAA Games Development Policy and will report directly to the USGAA Games Development Officer (GDO).

Duties & Responsibilities include:

- Implement a regular programme of games appropriate to the age and ability of the various playing groups at all levels;
- Implement coaching and skill development initiatives appropriate to the age and ability of the various playing groups;
- Support Elementary Schools, High Schools and Clubs through coaching inputs and strategic support.
- Deliver a programme of courses and workshops appropriate to the requirements of Coaches, Administrators and Referees, which allows such stakeholders to fulfil their various functions in a Games Development context;
- Introduce and implement a variety of initiatives to support the development of a sustainable sports system by managing the identification, recruitment and training of key personnel within Clubs, Schools and Counties for the purpose of effectively developing Gaelic Games.
- Work as part of a team in conjunction with other full time and voluntary personnel to deliver set goals and objectives for all GAA sports.

Essential Criteria:

- Eligible to live and work in the United States either by possessing US Citizenship or Green Card or having the ability to acquire a working Visa (J1 Intern/J1 Trainee/J1 Work & Travel are not applicable);
- Ability to qualify for a US Driving Licence;
- Extensive knowledge and experience of playing, coaching, refereeing and administration within a GAA context;
- Hold, at time of application, a Foundation Coach Tutor Certification at Child, Youth or Adult level;
- Strong organisation and problem-solving skills with a demonstrable ability to work in high-pressure situations;
- Excellent administrative and IT Skills;
- Ability to work independently and as part of a team;
- Excellent communication and presentation skills (verbal and written); Ability to build and sustain productive working relationships with a diverse range of stakeholders;
- Flexibility to work weekends and evenings.

Schedule C

Official Duties/Targets of the Games Development Administrator will include:

The Games Development Administrator (“GDA”) will liaise with the Divisional, National Development Committees, and the Games Development Officer (“GDO”).

GAMES DEVELOPMENT PERSONNEL TARGETS FOR USGAA GDA’s

Target 1

Club-based: GAA 5 Star Centre:

Implement GAA 5 Star Centre in Local GAA Clubs

Steps required to ensure delivery:-

- GDA will meet with club’s management
- Introduce the GAA 5 Star Centre Model and draw up a coaching program for the club, to include:
 - a. Have-a-Ball
 - b. GAA Fun & Run
 - c. Camán & Play/Catch & Kick
 - d. Go Games
 - e. Go Games Skills Challenges
- Identify and train club/personnel who will coach
- GDA will coach as needed
- Recommend future development in this area

Target Date for Completion: Ongoing

Target 2

Schools Program (Elementary School):

Implement four–six week program in Elementary School that expressly leads to a club experience

Steps required to ensure delivery:-

- Discuss schools program with local GAA clubs to identify potential need (age group) and identify school(s) that could satisfy this need
- Meet with the school(s) identified
- Draw up a four–six week coaching program for the school(s)
- Identify and train club/personnel who will coach in local school(s)
- GDA will coach as needed
- Identify teachers within school(s) that may get involved with the program
- Record details of program & all required participation information/numbers
- Recommend future development in this area

Target Date for Completion: Ongoing

Desirable Criteria:

- Third Level Qualification in Sports Science, Sport & Leisure or related area;
- Experience of working with Gaelic Games in an Urban Games environment;
- Familiarity with software programmes such as Microsoft Excel, PowerPoint, Word and the use of Social Media as a Games Promotion tool for the GAA.
- Have completed a child protection course.

Please note the positions are subject to police clearance/garda vetting.

Candidates interested in the above role should apply at <https://jobs.ie/ApplyForJob.aspx?Id=1665722> with an up to date cover letter and curriculum vitae on or before 3pm Irish Standard Time on Monday, 4th December 2017.

The GAA is an equal opportunities employer