

Recruitment person specification

Post being recruited for: Modern Apprentice SPORTS COACH

Council core competencies

These apply to all posts

Being customer / client focused

Working effectively with others

Managing change

Taking ownership and responsibility

Communicating effectively

Planning and decision making

These apply to posts with responsibility for managing people or resources

Leading others

Managing performance and developing others

Political sensitivity

Managers

1. Specify what the essential requirements are for your vacancy under each category. All candidates that have disclosed a disability must be interviewed if they meet the essential requirements.
2. Specify what the desirable requirements are for your vacancy under each category. Desirable criteria can be used to shortlist candidates if you have a high volume of applicants. However, you cannot use desirable criteria when shortlisting any candidates that have disclosed a disability.

Person specification

Category

Essential

Desirable (not every post needs desirable requirements)

Experience

Relevant experience gained from education, voluntary or part-time work.

Working with others

Knowledge, skills and understanding	<p>Effective communication skills with children and adults.</p> <p>Ability to prioritise work and meet deadlines, with support.</p> <p>Enthusiastic and highly motivated with the ability to motivate others.</p> <p>Ability to work on own and as part of a team.</p> <p>Good written and verbal communication skills.</p>	<p>Knowledge of the Council and the services provided.</p> <p>Able to demonstrate an ability to work using own initiative within boundaries.</p>
	<p>Familiarity with office IT systems/software.</p>	<p>Experience of working with office IT systems/software.</p>
Qualifications and training	<p>You must have at least 3 National 4 or 5s or equivalent in relevant subject areas. eg PE, Dance, NPA Sports Coaching, English, Maths, ICT, Communications.</p> <p>N.B. – Applications will be accepted from those awaiting exam results.</p>	<p>National 4 or 5s in other relevant subjects.</p> <p>Sports Leader L4 or equivalent.</p>
Job specific requirements	<p>To have left secondary education in the past three years or currently on a City of Edinburgh Council employability training programme or aged up to 24 with a disability or care experienced.</p> <p>Ability and willingness to participate in a Modern Apprenticeship Programme and complete SCQF L:evel 6 Sports Coaching.</p>	

