

AIRIENTEERS

Junior Development Officer

Airienteers are seeking a part-time, paid Junior Development Officer. The JDO's role will be to increase junior participation in orienteering in Airedale and Wharfedale and, through that, to improve junior membership and skill levels.

Job Description

The JDO will be expected to determine how the role can best be fulfilled in discussion with the club chair and AIRE's junior development working group. We anticipate that the JDO will do some of the following activities, but the precise details will depend on the expertise and interests of the JDO.

- Direct and coordinate O events and other activities which will attract children and their parents to orienteering and encourage them to continue orienteering. This may involve revising AIRE's existing event structure - for example to provide a local schools' league - and would build on AIRE's extensive volunteer planner/organiser network. We are not expecting the JDO to do it all her/himself!
- Develop communications and publicity links so that more juniors, schools and group leaders are aware of what we offer and are encouraged to attend orienteering events and related activities.
- Improve family participation, by promoting events which are attractive to parents as well as their children.
- Work directly with schools and other youth groups to promote orienteering.
- Advise the club committee how it can further develop junior orienteering and attract new members.
- Seek additional funding to promote orienteering so that we can extend the JDO post, and the club's development and coaching further.

Person Specification

We need an enthusiast who can inspire and motivate others, especially children. The JDO will:

- have successful experience of working with children
- have, or be willing to secure, a current enhanced DBS clearance
- be a competent orienteer
- be a good coordinator, communicator and motivator, as shown by her/his previous experience
- be available to run occasional sessions for schools during term-time.

Line Management

The JDO will be responsible to the current chair of AIRE, acting on behalf of the committee. On appointment, the JDO and the chair will agree an action programme which will be approved by the JD working group. The chair and JDO will review progress and update the programme on a regular (initially monthly) basis.

Remuneration

The JDO will be expected to work about 250 hours per year for the club. The initial annual budget for the post is £3,000, to include an hourly rate of £10 per hour, travel at 25p per mile and expenses. The distribution of hours and workload are flexible and will be determined by the JDO.

The JDO will be self-employed, submitting monthly invoices to the club Treasurer. The JDO will be responsible for her/his own tax affairs. This is a three year appointment in the first instance, but we will review progress annually and may alter the hours/objectives of the appointment after the review. The appointment is subject to an initial three month probationary period.

Further information

If you are interested in the JDO role, or have any ideas about it, please talk to AIRE chair, Tony Thornley (chair@aire.org.uk; 01943 609565). We would like to appoint a JDO as soon as possible, with a view to starting work no later than September 2016. If you would like to apply, please mail a brief letter, cv and the names/contact details of two referees to Tony, outlining your experience and what you would hope to do as our JDO. The closing date for applications is July 10th. References will not be taken up without your agreement.