

**Candidate Description**

**Firhill Youth Project and Community Sports Hub (SCIO)**

**Project Coordinator**

| **FACTORS** | **ESSENTIAL** | **DESIRABLE** |
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| Qualifications and attainments | * A relevant qualification in a related field **or** a proven track record in sports development experience**.** | * Relevant experience or qualification in Youth Work. |
| Work and other experience (in an employed or voluntary capacity) | * Ability to build effective and productive partnerships with multiple agencies. * Experience in applying for and securing funding from grant providers and other agencies. * Proven experience of managing and working with volunteers. | * Experience in a sports or Youth Work capacity. |
| Skills | * Highly effective interpersonal and communication skills. * Good report writing skills. * Proven ability to work independently, as well as in a team. * Solution focused. * Excellent planning and organisational skills. * Sound working knowledge and user competency in various Microsoft applications and data management systems. * Passion for sport and physical activity. | * Experience of using social media. * People management skills and experience. * Knowledge of local community. * Experience in Community Engagement. |
| Disposition and Personal Qualities | * Highly self-motivated, energetic, and enthusiastic. * Equitable, honest, and ethical. * Flexible and adaptable. * Ability to use own initiative. | * Good influencing skills. |