

**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.
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| 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.
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| 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.
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| 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.
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