



## **JOB DESCRIPTION**

### **Sports Scholarship and Performance Manager Professional 5 DCU Sport Permanent**

#### **Dublin City University**

Dublin City University (DCU) is a young, ambitious and vibrant university, with a mission 'to transform lives and societies through education, research, innovation and engagement'. Known as Ireland's 'University of Enterprise', DCU is a values-based institution, committed to the delivery of impact for the public good. DCU was named Sunday Times Irish University of the Year 2021.

DCU is based on three academic campuses in the Glasnevin-Drumcondra region of north Dublin. More than 18,000 students are enrolled across five faculties – Science and Health, DCU Business School, Computing and Engineering, Humanities and Social Sciences and DCU Institute of Education.

DCU is committed to excellence across all its activities. This is demonstrated by its world-class research initiatives, its cutting-edge approach to teaching and learning, its focus on delivering a transformative student experience, and its positive social and economic impact. The university continues to develop innovative programmes in collaboration with industry, such as the DCU Futures suite of degrees, which are designed to equip graduates with the skills and knowledge required in a rapidly evolving economy.

DCU's pursuit of excellence has led to its current ranking among the top 2% of universities globally. It is also one of the world's Top Young Universities (QS Top 100 Under 50, Times Higher Top 150 Under 100). In the Times Higher Education University Impact Rankings 2021, DCU ranked 23rd in the world for its approach to widening participation in higher education and its ongoing commitment to eradicating poverty, while it ranks 38th globally for its work in reducing inequality and 89th globally for gender equality.

The university is ranked 23rd in the world and first in Ireland for its graduate employment rate, according to the 2020 QS Graduate Employability Rankings. Over the past decade, DCU has been the leading Irish university in the area of technology transfer, as reflected by licensing of intellectual property.

#### **Overview of the department**

DCU Sports is responsible for development of sport at the University through the provision of top class support services and programmes that encourage active participation in sport by the DCU community.

DCU Sports is at the heart of the student experience in DCU. We believe that sport and wellbeing will enhance time at DCU and add value to the student experience.

University is a crucial time of transformation for students and it is important to keep active and to proactively manage health and wellbeing during time spent in DCU and beyond.

### **Role Profile**

Reporting to the Director of Sports or their nominee the Sports Scholarship and Performance Manager will contribute to the overall management and strategic direction of sports within the University by providing essential support to the delivery of continued growth and focus on sport within DCU.

### **Duties and Responsibilities**

The duties and responsibilities of the position include, but are not restricted to, the following:

- Implement the University's sporting performance vision, aims and values.
- Lead a coordinated and centralised approach to the delivery of the overall performance strategy.
- Responsible for the financial administration of the sports scholarship programme.
- Ensure the effective, efficient, and economic delivery of all sport and athlete performance services.
- Advancement of student-athlete recruitment both nationally and internationally.
- Manage and oversee the administration of the DCU Sports Scholarship programme through a centralised approach.
- Continually collaborate and drive towards innovation, ensuring programs are progressive and relevant to current elite sporting models.
- Establish and lead a "Lessons Learned" programme.
- Monitor and report on national and international sports policy and research development.
- Research and draft new or updated policy, processes and procedures relating to the Sports Scholarship programme in consultation with internal and external stakeholders.
- Develop and maintain effective partnerships with external agencies such as Sports Ireland, Institute of Sport and National Governing Bodies of Sport.
- Providing support to the Director of the Unit.
- Develop and coordinate student athlete/student team development and guidance.
- Deliver a support service specifically designed to help high performance student athletes to create the unique environment necessary for their success and wellbeing in both sports and academics.
- Contribute to the Unit's goal to deliver a transformative student athlete experience and to excel in the delivery of sports performance programmes.

### **Qualifications and Experience**

In addition to the [internal service criteria](#), the ideal candidate will have:

#### **Essential:**

- A sports or business related degree related to Business or equivalent/Candidates must have a Primary Degree or equivalent (NFQ Level 7) in an appropriate area plus 3 years relevant experience
- Knowledge of elite athlete talent pathways nationally across sports
- Experience in working directly with athletes and teams

**Desirable:**

- Knowledge and comprehension of third level sport and preferably have experience of working in this sector
- Knowledge and comprehension of governance, finance and business model of third level sports scholarship and performance sector
- Knowledge of sports development
- Experience in developing sports programmes
- Experience in preparing and managing departmental budgets
- Experience of working within a multidisciplinary sports performance setting

**Attributes:**

- Passionate about and committed to the development of the elite sports programmes
- Excellent interpersonal and influencing skills with a proven ability to build positive relationships with key stakeholders and colleagues at all levels both internal and external
- Strong organisational and prioritisation skills, with the capability to manage multiple priorities with competing priorities/deadlines
- Ability to work independently and proactively and respond to the changing demands that arise in a fast-moving University environment