

## Enhancing literacy through sports (ELS) Resource Leader (Gozo) – Role Description

### 1. Duties and Responsibilities

The duties and responsibilities of the selected candidates shall include:

- planning, preparing, organising and delivering a varied range of sport activities and programmes for 6- to 13-year-olds intended to enhance literacy skills;
- setting up, managing and supervising all sport equipment needed for the activities;
- ensuring a safe environment for all participants during the sport activities;
- reporting to the CEO or his/her delegate any incidents, accidents, or equipment failure or damage;
- ensuring the security of all areas utilised for the sport activities through supervision and locking up of areas and equipment where applicable;
- liaising with the Literacy Resource Leaders in the preparation, organisation and delivery of all sport activities;
- interacting with Literacy Resource Leaders, teachers, pupils and school staff in a professional manner;
- assisting in the identification of the best pupils who would most benefit from ELS activities and/or programmes;
- liaising with SMTs and/or Sports complex/clubs management about use of premises for the ELS activities and/or programmes;
- being knowledgeable about how to deal with children and adults who have literacy difficulties and/or are reluctant readers;
- developing a team-based approach to the development of literacy skills;
- through a team-based approach, contributing to differentiated programmes and evaluating literacy levels.
- through a team-based approach, contributing to the formulation of ELS programmes and activities according to the exigencies of the Agency;
- maintaining a collaborative working relationship with the relevant stakeholders to ensure that quality and timely services/initiatives are provided;
- keeping regular records, profiles and statistics as necessary;
- producing bilingual (Maltese and/or English) educational resources such as presentations, teaching and learning aids and tool kits.
- contributing to literacy-rich environments in Primary and Middle Schools through the implementation of reading schemes/materials which support children at different levels of reading attainment;
- preparing and submitting accurate and timely reports to relevant authorities under the direction of the CEO and/or his/her delegate;

## **2. Eligibility Criteria**

- 2.1 Any coaching qualification by a registered sport organisation recognised by Sport Malta.
- 2.2 At least 10 years experience as a footballer.
- 2.3 At least 5 years coaching experience in football.
- 2.4 SEC (Grades 1-5) in Maltese, English and Maths, and another subject, preferably a science subject, or equivalent, or higher.
- 2.5 Competency in IT applications at ECDL Level especially Word and email, or equivalent.
- 2.6 Fluency in Maltese and English, spoken and written.
- 2.7 *Hold a valid First Aid certificate course. Candidates who do not possess this certificate will be also considered but they will have to undertake a First Aid course within one year of engagement.*
- 2.8 Hold a clean valid police conduct certificate.

Applicants (i) with international experience of at least one year at national team level and/or (ii) with accredited post-secondary or tertiary qualification in sports or sports related fields will be given preference.

Prior experience delivering the 'Footballers' Read and Write Programme' or other sports/ educational programmes will be taken into consideration.

## **3. Terms and Conditions**

- The service is required in Gozo.
- The service is on a contract for service basis of up to 10 hours of service per week.
- The service is remunerated at Euro 11.23 per hour, inclusive of VAT if applicable.
- Applicants must be available on agreed upon working days between Monday to Friday from 13:30 to 16:30 for the duration of the contract.
- Applicants will be required to sit for an interview.

30<sup>th</sup> August 2022

Updated 8<sup>th</sup> November 2022