

## **British Shooting Disability Shooting Project Coordinator Job Description**

<b>Title</b>	<b>Disability Shooting Project Coordinator</b>
<b>Purpose</b>	Working nationally across England with three target shooting organisations: National Rifle Association (NRA), National Small-bore Rifle Association (NSRA) and Clay Pigeon Shooting Association (CPSA) to build and maintain relationships and communication structures with key stakeholders and to implement the Disability Shooting Project (DSP) interventions.
<b>Key Tasks and Responsibilities</b>	<p>The Coordinator will work across the three main target shooting organisations in England (NRA, NSRA and CPSA) to implement the following:</p> <ol style="list-style-type: none"> <li>1. <b>Analysis</b> – to work with NGBs, Sports Coach UK and other relevant organisations to use the disability spectrum to analyse the provision for people with disabilities in shooting and to assist in the implementation of interventions which will improve this where necessary.</li> <li>2. <b>Focus Clubs</b> – development of scheme for clubs that wish to be “benchmarked” for their suitability for shooters with a disability.</li> <li>3. <b>Coaching Module</b> – development of the disability coaching module for those undertaking existing coaching courses at all levels.</li> <li>4. <b>Information Exchange</b> – provide a service to individuals and organisations that need information and/or advice in order to help shooters with a disability.</li> <li>5. <b>Liaison and Links Network</b> – set up a network of organisations whose members may be able to benefit from the work of the DSP, and links with those that may be able to assist the work of the DSP. These will include disability-specific charities, educational bodies for students with a disability, national youth bodies, organisers of high-profile events with a shooting presence (such as the Game Fairs, regional shows, etc.), manufacturers of equipment for shooters with a disability and military rehabilitation organisations.</li> <li>6. <b>Promotion</b> – of target shooting as a particularly disability-friendly sport via the production and distribution of a range of publicity material via appropriate networks and communication methods.</li> <li>7. <b>Development</b> – initiate, encourage and facilitate development of areas of the sport that will be of particular benefit to shooters with disabilities, such as:             <ol style="list-style-type: none"> <li>a. Benchrest disciplines</li> <li>b. Competitions that are equally accessible to people of all abilities</li> <li>c. Equipment that meets the needs of as many shooters with a disability as possible.</li> <li>d. Review of rules and regulations, to remove, where possible, any disadvantage suffered by participants with a disability.</li> </ol> </li> <li>8. Implementation and coordination of activities integral to the Disabled Shooting Year – a major promotion exercise to raise national awareness of target shooting as an ideal sport for people with disabilities.</li> <li>9. Any other reasonable request made by the employing organisation commensurate with the level of the post.</li> </ol>

Mailto: [BritishShootingSecretary](mailto:BritishShootingSecretary)

<b>General information</b>	<ol style="list-style-type: none"> <li>1. The post holder must have completed an enhanced CRB check through British Shooting with satisfactory results (must be current, within three years).</li> <li>2. The post holder must comply with the following British Shooting policies and procedures at all times: <ul style="list-style-type: none"> <li>• Safeguarding &amp; Protecting Young People</li> <li>• Health &amp; Safety</li> <li>• Code of Ethics &amp; Behaviour</li> <li>• Equality</li> </ul> </li> <li>3. Full time post, 40 hours a week (will include evenings and weekends)</li> <li>4. The post reports to the British Shooting National Development Manager</li> <li>5. Salary circa. £ 28,000 p.a.</li> <li>6. Working location – home based office with extensive national travel required</li> </ol>
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### **Disability Shooting Project Coordinator Person Specification**

#### **Qualifications, knowledge, skills and attributes needed for the role:**

	Essential	Desirable
1. Educated to degree level or equivalent		✓
2. A relevant Project Management qualification		✓
3. Experience of managing or coordinating projects	✓	
4. Experience of working with disabled people of all ages		✓
5. Working knowledge of the sports development landscape and roles of key organisations such as Sport England, UK Sport, EFDS, Sports Coach UK, SkillsActive and County Sports Partnerships.	✓	
6. Working knowledge of the sport of Shooting, the different Shooting disciplines and their National Governing Bodies	✓	
7. A sound understanding of good practice in relation to disability sport including relevant legislation	✓	
8. Ability to work independently and use initiative	✓	
9. Excellent organisational, communication and presentation skills	✓	
10. Competent in the use of all necessary IT systems	✓	
11. The ability to travel across the UK and be willing to work evenings and weekends as required	✓	

**This role description is not to be regarded as exclusive or exhaustive. It is intended as an outline indication of the areas of activity and will be amended in the light of the changing needs of the organisation.**