



Comhairle Cathrach Chorcaí
Cork City Council

Job Specification

**Basketball Development Officer
Grade IV**

(1 Year Fixed Term Contract)

Cork City Council

Closing Date:

4pm Thursday 10th July 2025

To be read in conjunction with

[Our Candidate Information Booklet](#)

BACKGROUND

Located on the south coast of Ireland, Cork City is the second largest city in Ireland with a population of over 211,000 people.

Cork City is the key driver of the southern region of Ireland. Our ambition is to strengthen the role we play regionally and locally. This ambition is underpinned by Government policy as set out in the National Planning Framework (NPF). This sets a target for Cork City for the population to grow by 125,000 to over 335,000 people between 2020 and 2040, which will make it the fastest growing city in Ireland. This will require a concerted effort to build houses, create circa 75,000 jobs and provide a range of health, social, community and cultural services. Cork will continue to thrive as place of energy, ambition, determination and enterprise. We are a city of ambition, working with our neighbourhoods, communities and businesses to support economic development and facilitate investment. We value our culture and heritage and ensure that Cork continues to be successful as an attractive place to live, study, visit and work.

Cork City Council is a large urban local authority with over 1500 employees across over 40 locations within the City, there are 31 Elected Members of the Council representing five wards in the City. The Council has an annual revenue budget of approximately €325 million for 2025 and provides a wide and diverse range of public services such as parks and recreation, housing, management of the public realm, libraries, physical planning and development, community, culture and place-making and the delivery of infrastructure projects. Internal services include Finance, ICT, People & Organisation Development and Corporate Affairs. The Council is committed to increasing its capacity and capability for change to deliver improved public service.

Cork City Council's [Corporate Plan](#) can be viewed on our website: [Corporate Plans - Cork City Council](#)



Public Good

We provide high quality services and address peoples' needs in a manner that is both inclusive and equitable.



Trust & Integrity

We act honestly, openly and fairly in all our dealings.



Respect

We treat all people equally with due regard for their needs and rights.



People Centric Approach

We engage with people in a fair, courteous and timely manner. We strive for continuous improvement



Responsibility

We are accountable and transparent and act responsibly in our dealings and decision making.



Innovation

We continually seek progressive and creative approaches in the services we deliver.

The City Council is dedicated to delivering excellent public services by working collaboratively with strategic partners, businesses, community, and neighbourhoods to ensure that the city continues to thrive as a place to live, study, visit and work. As Basketball Development Officer - Grade IV (1 Year FTC), you will be contributing to achieving our vision of leading Cork to take its place as a world class city. Our people are committed to our values of public good, trust & integrity, respect, a people centric approach, responsibility, and innovation.

Cork City Council invites applications, on the official application form, from suitably qualified persons, who wish to be considered for inclusion on a panel from which temporary and permanent vacancies for the post of Basketball Development Officer - Grade IV (1 Year FTC), may be filled.

THE ROLE

The Basketball Development Officer – Grade IV is a key post within the Sports Section of Cork City Council. The section sits within the Directorate of Corporate and Community Affairs. The successful candidate will be committed to providing participation opportunities for all sections of the community in various basketball activities across Cork City and County. Working with organisations including local authorities, schools and governing bodies, the primary goal is to ensure that suitable programmes and training services are in place at local and national levels. Working from Cork City Council's Corporate Plan this role will also involve using Basketball to promote social inclusion in sport in Cork City specifically among young people while providing participation opportunities for groups and areas which may not have access to sports activities currently.

The role is expected to use initiative, work to a high standard, and have excellent interpersonal and communication skills.

Your responsibilities may include:

- Tackle key barriers to participation amongst target groups with particular attention to those faced by young people living in areas of disadvantage.
- Develop, promote and deliver an annual programme of basketball events including the organisation and running of blitzes, camps and other participation competitions and events with particular attention to young people.
- Ensure all activities and programmes are conducted within budget and secure maximum value for money.
- Help to oversee the development and implementation of a dedicated strategy for regional basketball development officers.
- Complete monthly progress reports for the Board of Basketball Ireland.
- Assist in coordinating the delivery of BI programmes to increase Basketball participation locally.

- Provide opportunities for growth across all walks of life including developing or disadvantaged areas, Women, Children, People with a disability and older adults.
- Continue and progress existing Basketball Ireland development programmes including, but not exclusive to, Green Shoots, Innovation and New Club Development, Jr. NBA, Urban Hoops, 3x3, women in sport initiatives and the 'Her World, Her Rules' programme.
- Propose, implement and report on new initiatives that serve to help further grow the sport of basketball in Ireland.
- Actively coordinate a school visit programme within the region to help promote and grow the sport of basketball.
- Develop relationships with external organisations including Local Sports Partnerships (LSP's), county councils, colleges, schools, other NGB's.
- Represent Basketball Ireland at events around Ireland.
- Take leadership in the organisation and running of all accredited Basketball Ireland Coaching Courses in conjunction with Coaching Ireland.
- Work closely with other core departments within Basketball Ireland, including Competitions, Commercial and Media, to help grow and promote the game of basketball in Ireland.
- Motivating and facilitating people within the community to take advantage of all opportunities to participate in basketball.
- Working in partnership with schools, community groups and centres to increase access for young people to basketball.
- Creating links between clubs, organisations and key agencies in local sport recreation.
- Re-establish Cispheil na mBunscoil as a non-competitive and competitive blitz.
- Any other duties that may be assigned from time to time.
- Undertaking any other duties of a similar nature and responsibility, as may be required, or assigned from time to time.

Performance Measures:

- An increase in the number of players, teams and games played in community and school settings.
- Achievement of seasonal Key Performance Indicators.
- Complete all administrative duties in an effective, efficient and timely manner that will satisfy all audit requirements.

- Ensure all activities and programmes are conducted within budget and secure maximum value for money.
- Always portray a competent and professional image of Cork City Council

Note: The role may also occasionally involve working on other tasks assigned by the Sports Development Officer. This may occur during periods when basketball activities are less demanding. The particular duties and responsibilities attached to the post may vary from time to time, without changing the general character of the duties or level of responsibilities entailed. The post holder may therefore be required to perform duties appropriate to the post, other than those detailed to take instructions from and report to, an appropriate officer or such designated officer as may be assigned from time to time by the Council.

The above specification is not intended to be a comprehensive list of all duties involved and consequently, the post holder may be required to perform other duties as appropriate to the post which may be assigned to them from time to time and to contribute to the development of the post while in office.

QUALIFICATIONS FOR THE POST

1. **Character**

Each candidate must be of good character.

2. **Health**

Each candidate must be in a state of health such as would indicate a reasonable prospect of ability to render regular and efficient service.

3. **Education, Training, Experience, etc.**

Each candidate must, on the latest date for receipt of completed application forms –

- i) (a) have obtained at least Grade D (or a Pass), in Higher or Ordinary Level, in five subjects (or four subjects if Irish is included) from the approved list of subjects in the Department of Education Established Leaving Certificate Examination or Leaving Certificate Vocational Programme including Irish and/or English and one of the following: Mathematics, Accounting, Business Organisation or Economics,

AND

- (b) have obtained at least Grade C (or Honours) in higher level (or Honours) papers in three subjects in that examination (or two subjects if Irish and/or one of the following is included: Mathematics, Accounting, Business Organisation or Economics)

OR

ii) have obtained a comparable standard in equivalent examination,

OR

iii) hold a third level qualification of at least degree standard.

4. **Driving Licence**

Holders of the office may be required to drive a car in the course of their duties and therefore are required to hold a full driving licence for class B vehicles free from disqualifications.

Desirable Skills:

- Hold a qualification in a relevant field e.g., Sports Development, Community Development, Health Promotion.
- Have relevant experience in Sports Development/ designing sports programmes.
- Possess a real commitment to working with young people and creating opportunities for young people to participate in sport locally.
- Have experience in Community Development or working with marginalised groups.
- Have experience of working in partnership with key stakeholders at a local level.
- Strong computer literacy (Word, Excel, PowerPoint).
- Be able to demonstrate a strong ability in the following competency areas –
 - Delivering Results/Communicating Effectively.
 - Performance Management and Teamwork.
 - Performance Through People.

Competency Framework

Candidates are expected to be able to demonstrate in their application and at interview that they possess these competencies through the experience and skills they have gained to date.

Delivery Results/Communicating Effectively

- Plans and priorities work and allocation of staff and other resources effectively.
- Takes ownership of tasks and is determined to see them through to a satisfactory conclusion.
- Establishes and implements high quality service and customer care standards.
- Contributes ideas and suggestions as to how service activities can be improved.
- Makes timely, informed, and effective decisions and shows good judgement and balance in making decisions or recommendations.
- Demonstrates effective verbal and written communication skills.

Performance Management and Teamwork

- Supervises the team or work area to achieve corporate objectives.
- Works as part of a team to ensure delivery of plans and schedules.
- Has a strong team ethic of co-operation and mutual support, sharing information and knowledge as appropriate.
- Relates well to others and maintains positive, productive, and beneficial working relationships.
- Addresses conflict or dissatisfaction in a constructive manner.

Performance Through People

- Takes initiative and is proactive when he or she sees the opportunity to make a contribution.
- Manages time and workload effectively.
- Maintains a positive, constructive, and enthusiastic attitude to their role.
- Is open to taking on new challenges or responsibilities.
- Demonstrates flexibility and openness to change.
- Acts with integrity and encourages this in others.

Salary

The salary scale for the post is:

€35,260 - €37,366 - €40,355 - €42,318 - €44,035 - €45,696 - €47,938 - €49,560 - €51,210 (Max) –
€52,768 (LSI 1) - €54,367 (LSI 2)

In accordance with Departmental Circular Letter EL 02/2011, a person who is not a serving local authority employee on or after 1st January 2011, will enter the scale at the minimum point.

Hours of Duty

The standard working week will be 35 hours per week. The role may, on occasion, include evening and weekend work.

Holders of the post may be called for duty at any time in accordance with arrangements made by local authorities. The Council reserves the right to alter hours of work from time to time.

Garda Vetting

This post will come within the scope of the Local Authorities Garda Vetting Scheme. Please consult our Candidate Information Booklet where further information on Garda Vetting can be found.

Candidates are advised to view our [Candidate Information Booklet](#) where they will find further information on the Format of the Competition, our Principal Conditions of Service and General Data Protection Regulation.

The deadline for receipt of applications is 4pm Thursday 10th July 2025

Guidelines for completing and submitting application forms are available on our website and can be accessed here: [Candidate Information - Cork City Council](#)

We are an equal opportunity employer and through our recruitment process, we welcome and encourage applications from interested and suitably qualified individuals regardless of gender, age, racial or ethnic origin, membership of the traveller community, religion or beliefs, family or civil status, sexual orientation/gender identity or disability.