

## Job Description

### WRU Rugby Development Apprentice

JOB DESCRIPTION	
<b>Job Title</b>	Rugby Development Apprentice
<b>Salary</b>	£8040 + Expenses
<b>Location</b>	Principality Stadium National Centre of Excellence Role will also involve travel throughout the Regions and as role requirements dictate.
<b>Hours of work</b>	Monday – Friday, with some evening and weekend commitments
<b>Responsible to</b>	WRU Rugby Development Apprenticeship Manager
<b>Contractual Status</b>	<ul style="list-style-type: none"><li>● Fixed term, 12 Month apprenticeship contract</li><li>● (30 hrs per week)</li><li>● Subject to 1-month probationary Period</li></ul>
<b>Role Summary</b>	<ul style="list-style-type: none"><li>● Develop a future workforce with the right skills, experience &amp; knowledge to support WRU's ambitions to grow the game in Wales</li><li>● Undertake high quality training leading to a range of recognised qualifications</li><li>● Mentoring and experience of working alongside professionals from the WRU including Regional Rugby Coordinators and School club/hub officers</li><li>● Develop personal qualities such as leadership, confidence and responsibility</li></ul>
<b>Key Relationships</b>	<ul style="list-style-type: none"><li>● Hub Officers</li><li>● Regional Rugby Coordinators</li><li>● Regional Rugby Managers</li><li>● Sports Development Departments</li></ul>
<b>Key Responsibilities, Tasks and Activities</b>	<ul style="list-style-type: none"><li>● Assist with school/club hub schemes of work</li><li>● Support regional programmes as directed by Regional Rugby Coordinators and Regional Rugby Managers</li><li>● Support National activities as directed by Apprenticeship Manager</li><li>● Support Commercial activities</li><li>● Carry out duties to help support the WRU/PS mission statement in line with the WRU Group values</li></ul>
<b>Pre-Selection programme</b>	<ul style="list-style-type: none"><li>● Prospective candidates will have to undertake a pre-selection programme prior to being offered an apprenticeship place.</li></ul>

PERSON SPECIFICATION	
<b>Personal criteria</b>	<ul style="list-style-type: none"> <li>● 18 on/or before 1<sup>st</sup> November 2019 and not older than 24 on/or before 9<sup>th</sup> September 2019</li> <li>● Not in further education</li> <li>● Demonstrate an enthusiasm for working in the Community game at all levels.</li> <li>● Applicants do not require any formal qualifications</li> <li>● Demonstrate a knowledge and experience of volunteering in the community</li> </ul>
<b>WRU Group Values</b>	<ul style="list-style-type: none"> <li>● Excellence</li> <li>● Integrity</li> <li>● Success</li> <li>● Courage</li> <li>● Family</li> <li>● Humour</li> </ul> <p>of the WRU Group Values Document is available upon appointment to the role</p>
	<ul style="list-style-type: none"> <li>● Ability to drive is desirable</li> <li>● This role is subject to an enhanced DBS disclosure check</li> <li>● An understanding and commitment to equal opportunities in employment and sport</li> <li>● All employees must work in accordance with the Sustainable Development polices of the group</li> <li>● An understanding of individual responsibility in complying with the Health and Safety policies and arrangements</li> </ul>

Acknowledgement		
<b>Employee Signature:</b>	<b>Name:</b>	<b>Date:</b>
<b>Line Manager Signature:</b>	<b>Name:</b>	<b>Date:</b>

The job description is subject to change pending review by the role holder and their line manager.