



Invitation to Tender for the
**Provision of NI Academy Coaching
Services**

Tender Reference: DSNI-WCB2022

December 2022



1. Introduction

Disability Sport NI Ltd is a charitable company limited by guarantee and does not have share capital. It was incorporated in 1997 and registered as a charity with The Charity Commission for Northern Ireland in 2015.

Disability Sport NI Ltd is the main disability sports charity working with children, young people and adults who would like to participate in sport and active recreation. We work with people with physical, sensory and learning disabilities and with schools, disability groups, sporting organisations and clubs to ensure that everyone can benefit from the health, social and education benefits of sport and recreation.

2. Activities

We believe that every person with a disability has the right to participate in all aspects of life and are committed to building a more inclusive society when people with disabilities have the same opportunity as non-disabled people to lead a full, active and healthy lifestyle through sport and physical recreation.

We do this by:

- Developing and delivering grassroots sports and recreation opportunities, projects and events for people with disabilities;
- Working to ensure that sports facilities are accessible and fully inclusive of people with disabilities;
- Supporting talented sports people from Northern Ireland to train, compete and excel in international sport including, National, European and World Championships and the Paralympic Games;
- Supporting mainstream governing bodies of sports and clubs to be more inclusive of people with disabilities;
- Developing the disability specific sports of Wheelchair Basketball and Boccia;
- Developing and delivering training courses which provide teachers, coaches, sports leaders and leisure staff with the knowledge and skills required to include



people with disabilities in sport and recreation;

➤ Developing and delivering disability sport inspired education projects which increase children's understanding of disability and challenge and address negative attitudes and misconceptions about people with disabilities.

3. Proposed Contract

Temporary until 31st March 2023 with a possibility of the post being extended from 1st April 2023, subject to funding.

4. Service Requirements

The services required will include, but not be limited to:

- **Northern Ireland Academy Sessions:** Plan, prepare and deliver weekly training sessions for the squad on Monday evenings 7-10pm at Antrim Forum in liaison with the Wheelchair Basketball Performance Officer.
- **1:1 or Small Group Sessions:** Plan, prepare and deliver 1:1 or small group training sessions in liaison with the Wheelchair Basketball Performance Officer.
- **Support Athlete Access to Competition:** Attend all British League Division 1 League Fixtures (home and away). Assist with the selection of squads for the 22-23 BWB National League Division 1 (North) and BWB Women's League Division 2 seasons alongside the Wheelchair Basketball Performance Officer.
- **Disability Sport NI Liaison:** Meet with DSNI on a regular basis to provide feedback and updates on NI Academy Sessions whilst adhering to DSNI's policies and practices.
- **Continued Professional Development:** To maintain and complete any relevant CPD which is consummate with the role.

5. Fees and Rate of Payment

Service Heading	Fees and Rate of Payment Information
NI Academy Sessions Delivery	£25 per hour on Monday evenings 3-hour training sessions
NI Academy Sessions Planning	£25 per hour for one-hour planning and preparation per week
1:1 or Small Group Sessions	£25 per hour for 1:1 or Small Group training sessions
BWB Division 1 (North) Home Fixtures	£25 per hour for all BWB Division 1 (North) Home matches (capped at £100)
BWB Division 1 (North) Away Fixtures	£150 per day for all BWB Division 1 (North) Away matches (capped at £300).

	<p>Agreed subsistence value of up to £25 per day when attending British League Division 1 (North) Away Matches on submission of receipts.</p> <p>Agreed items:</p> <ul style="list-style-type: none"> ○ Food / subsistence ○ Drinks (non- alcoholic) ○ Car parking charges (excluding parking fines or charges) <p>Please note: Alcohol will NOT be reimbursed.</p>
<p>Agreed Travel</p>	<p>Agreed travel to and from any venue (up to the first 40 miles) is the responsibility of the coach. Additional mileage may be paid at 45p per mile if requested.</p>

6. Tender Requirement

Tenders should include the following information:

- Details of the areas of technical expertise and formal qualifications which would allow for safe and effective delivery of Wheelchair Basketball sessions.
- Details of relevant experience coaching and working with athletes within a Wheelchair Basketball setting.
- Details of working within a team, whereby effective communication and interpersonal skills have been displayed.
- Details of availability to carry out the role during evenings and weekends.
- Details of access to a form of transport.
- Details of ability and willingness to undertake any necessary training or continued professional development opportunities.

7. Selection Criteria

A selection panel made up of Performance Sport Manager and Wheelchair Basketball Performance Officer will consider all applications.

In order to be successful, there must be clear demonstration of the following:

- a) **Technical Competency** – strong technical knowledge, with regard to Wheelchair Basketball, particularly with regard to coaching practices and theoretical principals.
- b) **Quality Assurance** – experience of delivering Wheelchair Basketball sessions to teams and to individual athletes on a 1:1 or small group basis.



c) **Availability** – ability to carry out the role within specified timeframes and according to a training schedule and fixture list

8. Timescales

Activity	Date
Deadline for tender submission	9 th Dec 2022
Shortlist of Tender Applicants	12 th Dec 2022
Meeting with Shortlisted Applicants	W/C 12 th Dec 2022
Submission of Proof of Relevant Qualifications	W/C 12 th Dec 2022
Role Start Date	9 th Jan 2022

9. Queries

Should you require further information in order to complete your application, please contact Danny Cooper, Wheelchair Basketball Performance Officer:

Email: dcooper@dsni.co.uk

Phone 028 9046 9925

Mobile 07979281316

10. Submitting Your Tender Application

Please return your completed tender application form, clearly outlining how you meet the selection criteria outlined in Section 6, to the following email address: email@dsni.co.uk