



The Jamaica Paralympic Association (JPA) is inviting persons who are seriously interested to apply for the positions of Chefs de Mission and Managers for its teams to international games and championships. Applications are to be sent to the following e-mail address:

hiredbyparalympics@gmail.com on or before **January 27, 2017**.

Required Qualifications:

- A Degree, Diploma or Certificate in Sport Management or Administration
- Certification in Sport Management or Administration
- Knowledge of Paralympic Sport

Required Core Competences/Attributes

- A strong work ethic
- Critical leadership and consensus building skills
- Strong inter-personal skills
- Ability to multi-task and to prioritize effectively
- Commitment to sport as a personal and social developmental tool
- A self-starter and driven
- Strong verbal, written and communication skills
- Computer literate

Required Experience

- At least two (2) years in sport administration
- Prior experience as a Manager or Assistant Manager of sport teams which have participated in international or national competitions or recognized domestic competitions under the aegis of accredited local organizing sport bodies.
- Prior experience as a Manager or Assistant Manager of a sport association or entity.
- Knowledge of sport protocols
- Experience in Logistics Management

It is not mandatory for Applicants to meet all requirements which are stated but they should be able to demonstrate most.

Applications must include a cover letter, a relevant profile or resume of the applicant and two (2) written recommendations.

Information on upcoming games and championships can be obtained from our website:
www.jamaicaparalympic.com

Jamaica's Paralympians, Our Beat, The World's Rhythm!