

What is a

Recruitment

Coordinator?

careers
in sport.

Explore more careers:
www.careers-in-sport.co.uk

Meet David, a Recruitment Coordinator from Ultimate Activity Camps.

David currently works for Ultimate Activity Camps and is responsible recruiting high quality coaches for their holiday camps. David spoke to us about his role at Ultimate Activity Camps, what his day-to-day routine consists of and provides some brilliant advice to those trying to break into the sports business industry.



What is the role of a Recruitment Coordinator?

To oversee the end to end recruitment for temporary staff who help us deliver to parents, children and schools. I select and appoint suitable staff. This involves sourcing suitable candidates, conducting interviews, completing necessary background checks

What skills and knowledge do you need in your role as a Recruitment Coordinator?

To be well organised and to have excellent attention to detail. As the role involves liaising with a lot of people on a day to day basis, its key to be a confident communicator, both written and verbally. The ability to work under pressure and meet deadlines is also crucial!

What are looking for within job applications?

Knowledge or experience is typically one of the first things we look out for when we assess potential candidates. Another factor that we consider is looking for the good interpersonal skills suited to the role and being able to relate to our core mission.

What advice would you tell young people looking for jobs?

Live your own life and do what feels best for you. Ensure that the decisions you make are an informed and conscious one and don't let outsiders influence what you should and should not do. There is no one right way to do things, with all things in life it will always be context dependent.

Average Salary:

£16,000 to £60,000 per year

Weekly working hours:

35 to 39 irregular. You could work:
evenings / weekends / events

Future need for this role:

There will be 4% more Recruitment Coordinator jobs in 2025.

Industry:

Sports Business