

Whitecraigs Rugby Club Development Officer

Fixed Term: Until July 2021 with rolling annual contract thereafter

Full Time: 35 hours per week

Salary: £18,000 – £22,000

Whitecraigs Rugby Club are seeking to appoint a highly ambitious, motivated and enthusiastic individual to drive forward rugby development within both Whitecraigs Rugby Club and within the surrounding community of East Renfrewshire to achieve Scottish Rugby's vision for 'Growing the Game'.

You will have experience of both sports development and coaching within a rugby environment, as well as relevant academic qualifications and a full, clean, driving licence.

Working for Whitecraigs, in partnership with Scottish Rugby and East Renfrewshire Culture & Leisure, you will develop and maintain thriving junior sections and ensure we provide a welcoming, vibrant and sustainable environment for rugby development.

A minimum of Level 1 UKCC Coaching Qualification or equivalent, experience of coaching rugby and excellent communication and organisational skills are essential for this post.

Key Accountabilities

- Increase playing participation within 'Whitecraigs Rugby Club' across all age groups for both male and female groups – ensuring our membership is diverse and representative of our communities
- Support the implementation of the club development plan.
- Run a series of club events that provide young people with a positive experience of the sport and an opportunity to familiarise themselves with the rugby club with the aim of sustaining participation
- Work with the local schools and colleges to recruit, train and deploy volunteers into the program.
- Work in partnership with a range of agencies to raise the profile of rugby in the local community.
- Deliver high quality coaching sessions to the club and its associated cluster schools and community groups.
- Develop a rugby development plan, with the key aims of growing participation and improving the infrastructure of the club
- Organise and facilitate opportunities for developing club coaches.
- Assist with recruitment, retention and development of all club volunteers.
- Implementation of a rugby forum, bringing all key stakeholders of the game locally together.

The coach will be PVG checked and will also undertake training as required to fulfil the above duties including first aid training.

Factor	Essential	Desirable
Qualifications and Attainments	<ul style="list-style-type: none"> • UKCC Level 1 Rugby Union • Educated to HND level • Driving Licence • Access to car 	<ul style="list-style-type: none"> • UKCC Level 2 Rugby Union • Sports related degree/qualification • Referee level 1 Qualification • First aid certificate
Experience & knowledge (in an employed or voluntary capacity)	<ul style="list-style-type: none"> • Coaching rugby across a wide variety of age bands and groups • Experience and knowledge of working with volunteers • Knowledge and understanding of issues effecting rugby clubs and experience in developing sports clubs. • Knowledge and understanding of Long Term Player Development (LTPD) pathways • Experience of working in a sports development environment • Knowledge of national sporting/physical activity initiatives & strategies 	
Competencies - Skills & Knowledge	<ul style="list-style-type: none"> • IT skills and experience • Ability to build effective working relationships • Excellent organisational skills • Well-developed communication skills • Ability to prioritise competing deadlines and projects • Leadership 	

Closing Date: Friday 25th of October 2019

For further detail please contact Craig Percival, Club President on president@whitecraigs.org or mobile 07739040507.

How to Apply

Please submit a CV and covering letter (no more than 600 words) outlining your reasons for applying for the job and highlighting your suitability for the post. As part of the covering letter, please include answers to the following supplementary questions:

1. What key areas would you consider as signs of a quality rugby club?
2. What do you see as the best way to work in partnership to achieve shared outcomes?

Please email your application to: president@whitecraigs.org

Expected Interview Date: week commencing Monday 4th November 2019