

KRFC - Development Officer

Working Hours: 37.5 hours per week, to meet the demands of the role

Annual Salary: £21,000-£24,000

Salary dependent on skills and experience.

To Apply: Application is by CV, with a covering letter of no more than 500 words outlining why your unique set of skills, experience and qualifications make you an ideal candidate for this role.

Closing date: **28th November 2022 @ 5pm.**

Applicants are asked to note that Interviews are scheduled for Monday 5th December

Purpose

In partnership with Scottish Rugby, Kilmarnock RFC ("KRFC") aims to appoint a Development Officer to maintain and develop rugby, both within the club and across the local community. The principal focus is on youth development, working in partnership with club volunteers, local schools, East Ayrshire Active Schools and Scottish Rugby. The DO will also manage our own KRFC Youth Section.

This is an exciting opportunity to play a part in the long-term growth and sustainability of an ambitious, family friendly club.

Key Objectives of the Role:

- Drive an increase in rugby participation at all youth levels - inclusive of boys and girls
- Drive improvements in performance at all youth levels
- Collaborate with the KRFC Committee to deliver a long-term player development programme
- Work closely with KRFC Midi and Mini Convenors to provide a consistently positive experience for all Youth players
- Play a central role in supporting players at the key age group transitions
- Ensure all KRFC Youth players adhere to the ethos of KRFC through individual development and team support
- Develop Youth players to be ready for age grade representative rugby & senior rugby

Key Responsibilities:

Working closely with the Committee, the DO will:

- Play a central role in the development and implementation of KRFC's Development Plan
- Set short, medium and long-term targets for the delivery of a rugby programme covering rugby coaching, matches and refereeing
- Co-ordinate the School of Rugby curriculums at Grange Academy and Loudoun Academy
- Co-ordinate and develop rugby programmes for primary schools across East Ayrshire and the surrounding area in line with local and national directives
- Co-ordinate and deliver events such as festivals and rugby camps – throughout the season and during school holidays
- Manage and develop sessional and apprentice coaches as required to deliver the above programmes and to support KRFC's Youth Section as required
- Lead in the development of our team of youth coaches including coordination of coach education and mentoring
- Lead in the development of our team of youth referees including coordination of coach education and mentoring
- Collaborate with volunteers, schools, club coaches, Scottish Rugby, local employers and other external resources to enhance delivery of the programme
- Implement rigour around KPI setting, measurement and reporting
- Support the work of other KRFC staff
- Work closely with the Scottish Rugby Regional Manager to ensure alignment with Scottish Rugby's strategic objectives.
- Report to the Committee on rugby matters and make recommendations on improvements/ initiatives that need to be implemented
- Work closely with the coaches and develop reports that the coaches will complete on their teams Youth members

Whilst the Development Officer will not hold responsibility for coaching of the senior squads, they will be expected to build good working relationships across the club with a view to promoting greater engagement between sections.

The KRFC Rugby Development Officer is expected to lead by example, portraying the characteristics of a positive role model for young people and volunteers.

Key Skills and Knowledge:

You will be qualified to UKCC Level 2 or higher.

You will be qualified to referee rugby matches at S1/U13 level and above.

You will have previous coaching experience and be able to demonstrate strong leadership, communication and motivational skills.

A full driving license is essential.

You will be computer literate and comfortable with Microsoft Word and Excel.

The successful applicant will be PVG checked and will also undertake training as required for this role including first aid training.

For more information, please email John Brown, President jokebrown.jb@gmail.com to arrange a call.

Your CV and covering letter should be emailed to secretary@kilmarnockrhc.com with

KRHC DO Vacancy in the subject line.