



Job Advert

Position: Senior Rugby Development Officer

Salary: £25,000 to £30,000

Hours: 40 per week

Location: Bridgehaugh Park, Stirling

Reports to: Club President / Director of Rugby

Stirling County Rugby Football Club is a mature club, over 117 years old, providing rugby, sports and social activities and facilities to the wider community within Central Scotland, Stirling District and the City of Stirling.

The Club is proud of its tradition of growing and developing home-based talent and will not sway away from this successful ethos which has led us over many years to become one of the top clubs in Scotland, offering a fantastic pathway from mini rugby to the semi-professional game.

We now have a vacancy for a Senior Rugby Development Officer to work with our young players and coaches to develop our academy and pathway for our young players.

Job Purpose: To develop, manage, promote, enhance, and deliver rugby development across the Club's Junior / Youth sections and undertake player skills development and coach education programmes. To develop and manage the Club's new Rugby Academy and the development of coaches across the Club, including fostering links with schools and the local community to act as a rugby pathway into the Club to increase participation.

Please read the job description below this advert for full details on this post.

Please send your CV with a cover letter by 28 May 2024, outlining why you are the best person for this exciting opportunity to Email: juliet@stirlingcounty-rfc.co.uk

Previous applicants need not apply

Please note, the successful candidate will be required to either join the Protection of Vulnerable Group (PVG) Scheme and/or undergo a PVG Scheme Record Update.

Stirling County RFC

Job Description

Position: Senior Development Officer

Reports to: Director of Rugby

Salary Scale: £25k - £30k (subject to skills and experience)

A Job Purpose:

To plan, organise, lead and manage rugby development across the Stirling County RFC male & female mini and midi sections and deliver both player and volunteer development programmes. To oversee the Stirling County RFC Rugby Academy and facilitate rugby programmes within the wider area that support participation, retention and transition in conjunction with key community partners such as local Secondary Schools, The University of Stirling and Active Stirling.

B Job Responsibilities and Duties:

- a) Undertake the role of Senior Development Officer in accordance with the objectives and requirements of the Partnership Agreement between Stirling County RFC and Scottish Rugby.
- b) Specifically to undertake the following:
 - i. Uphold the Club's high standards in regard to providing quality positive environments for both player and volunteer centred development.
 - ii. Manage the Club's Rugby Development Academy and elite player development programmes including training plans and specialist skills.
 - iii. Lead the development, promotion and delivery of participation, retention and transition programmes across the Club to enhance the Club's overall rugby development programme.
 - iv. Develop and deliver volunteer education within the Club including overseeing the internship programme in conjunction with The University of Stirling.
 - v. Deliver high quality coaching and skills development sessions.

- vi. Oversee the transition of youth players into the Club's senior sides.
 - vii. Work with local State Schools to increase rugby participation through the facilitation of both curricular and extra curricular sessions and game play opportunities along with maintaining a strong pathway between schools and the Club.
 - viii. Maintain relationships between the Club and Independent Schools with regards to rugby training and playing opportunities for players and teams.
 - ix. Support the compilation of the Club's fixture schedule for youth rugby.
 - x. Oversee the planning, promotion and delivery of various youth camps.
 - xi. Record, update and maintain rugby development data on players and coaches.
 - xii. Undertake and record the monitoring and evaluation of individual player development.
 - xiii. Regularly report progress on key performance indicators relating to rugby development and Partnership Agreement with the Scottish Rugby Union.
 - xiv. Support the recruitment and development of volunteers within the Club.
 - xv. Assist in the implementation and achievement of the Club's Rugby Development Plan.
 - xvi. Work in partnership with agencies to raise the profile of rugby and the Club within the local community and grow participation in the sport.
 - xvii. Support and attend the club Rugby Management Group.
- c) General:
- i Premises security – key holder.
 - ii Act as a role model and ambassador for the Club.

C Working Hours:

Working hours of 40 hours per week, which will include evenings and weekends.

Working hours schedule to cover all duties / requirements of the role.

D Essential Internal and External Working Relationships:

Internal – Club Officials, Staff, Head Coaches, Coaches, Team Managers, Players, Volunteers, Parents.

External – Scottish Rugby Union (including liaison with Regional Academy(s)), Local Authority / Active Stirling, Local Schools, Further / Higher Education Establishments.

E Skills & Experience:

Relevant skills, experience and knowledge to perform the role with competence:

- All aspects of rugby development at all levels
- Independent working, proactive and self-managed.
- Rugby Ready – Scottish Rugby Aspiring Coaching Qualification or equivalent
- Coaching rugby across a wide variety of age bands and groups.
- Coach & Player development.
- Experience and knowledge of working with volunteers.
- Well developed communication, presentation and interpersonal skills.
- Ability to build effective working relationships.
- Experience of working effectively with partners.
- Excellent organisational skills.
- Ability to meet competing deadlines.
- ICT – communication, document and spreadsheet skills.
- Ability to undertake flexible working hours.
- Satisfactory PVG check.
- Valid driving licence.

Agreement of the Job Description

Signature of postholder and manager, confirming agreement of the stated job description.

Postholder Name: _____(Name in Capitals)

Signature: _____**Date:** _____

Club Director Name: _____(Name in Capitals)

Signature: _____**Date:** _____