

Dumfries Saints Rugby

Rugby Development Officer

Full-Time



Dumfries Saints Rugby Club

Park Farm, Dumfries

Full-Time 37 hours/week flexible to suit requirements | £28-32,000 per annum (subject to annual review, 3 year initial term)

Plus Club vehicle and mobile phone.

Reports to Club President and Vice President Youth Rugby

About the Role

Dumfries Saints RFC is a vibrant, inclusive community rugby club seeking an ambitious and proactive Rugby Development Officer. This role offers the opportunity to lead and deliver sustainable rugby development initiatives across the club and local schools, working in partnership with Scottish Rugby, etc.

The club has close working relationships with five local secondary schools and many local primary schools. Currently the youth section are competing in the highest division of the SRU National club programme. As a result the SRU actively support the club not just financially but also in it's player development pathway.

The Club Development Officer is the public face of Dumfries Saints. The CDO plays a crucial role in representing Saints in schools, with the Council and with other key community stakeholders. The ability to communicate, organize and administer programmes is essential.

Dumfries Saints are an inclusive club aspiring to enable all players to be the best they can be. The club runs micro, mini, youth and senior teams. Both men's and women's programmes are fully supported.

Key Responsibilities

- Grow and sustain our Youth & Minis Sections (boys and girls, all age grades).
- Lead rugby delivery with local partner schools

- Coordinate and oversee the programmes and community coaches in schools
- Increase participation in rugby through Active Schools engagement with primary and secondary schools.
- Plan and deliver holiday camps, school outreach, and club open days.
- Build strong relationships with school leaders, Active Schools staff, and club committees.
- Design and deliver a comprehensive coach development pathway, including regular CPD sessions.
- Support volunteer recruitment, retention, and recognition across all age groups.
- Work with the club committee to develop a strategic plan within Scottish Rugby's Club Development Planning framework.
- Monitor and evaluate rugby delivery and provide timely reports to stakeholders, including bodies which support the post.

Essential Skills & Experience

- Proven experience delivering rugby coaching to youth age groups.
- Proven ability to influence, lead and shape the development of volunteers.
- Strong knowledge of sports development in community club environments.
- Excellent communication and leadership skills.
- Strong planning and organizational abilities.
- Ability to develop and implement strategic plans.
- Understanding of Long-Term Player Development (LTPD) models.
- IT proficiency including email, spreadsheets, and planning tools.

Qualifications

- Essential:
 - Rugby Coaching Essentials (UKCC Level 2 or equivalent)
 - Full driving license
 - PVG Scheme membership (or willingness to join)
- Desirable:
 - UKCC Level 3/ Advanced Coach Qualification or equivalent
 - Sports-related HND or Degree
 - Match Official qualification
 - First Aid in Rugby (FAIR) or equivalent

What We Offer

- A dynamic, supportive working environment.

- Opportunities for professional development and qualifications.
- A chance to shape and lead rugby delivery within Dumfries Saints RFC

How to Apply

Submit your Rugby CV and a supporting statement outlining how your experience aligns with the role to:

Club Contact Name; Russell Marchant, Club President

Club Contact Email: russell.marchantrugby@gmail.com

Subject line: "Development Officer Position at Dumfries Saints"

For a conversation regarding the post please contact:

Club Contact Name; Russell Marchant

Club Contact Number: 07964 082522

or

Club Contact Name; Dom Stewart, current Development Officer (moving on to post with the SRU).

Club Contact Number: 07946 058920

Closing Date: Time & Date Wednesday 3rd December 5pm

Indicative Interview Date: Week commencing 8th December