



Rugby Development Officer – Full-Time

West of Scotland FC

Glasgow Road Milngavie, Glasgow, G62 6AQ

Full-Time | 37.5 hours/week | up to £32,000 to £35,000 per annum (subject to experience)

Fixed Term to 31st May 2028, with extension aligned to Scottish Rugby funding cycle.

About the Role

West of Scotland FC is a vibrant, inclusive community rugby club seeking an ambitious and proactive Senior 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, Local Authority and our key partners.

Key Responsibilities

- Lead and manage all youth rugby development across the club.
- Sustain and grow the Youth and Minis sections through high-quality programmes.
- Line manage the Assistant Development Officer and Community Coaches, ensuring the delivery of community activity and the development of a vibrant, sustainable female pathway.
- Plan, manage, and review all community rugby delivery, ensuring transition and retention targets are met.
- Identify, prepare, and submit funding applications to Scottish Rugby and third-party funders to support financial sustainability while maintaining reasonable participant fees (as outlined by the Club).
- Increase rugby participation through strong engagement with Local Authorities, Active Schools, and both primary and secondary school programmes.
- Plan and deliver holiday camps, school outreach activity, and club open days. Meeting income generation targets.
- Build and maintain effective relationships with school leaders, Active Schools teams, club committees, and wider community partners.
- Design and deliver a clear coach and volunteer development pathway, including regular training and CPD opportunities.
- Support volunteer recruitment, retention, and recognition across all age groups.
- Work with the club committee to develop and implement a strategic plan aligned to Scottish Rugby's Club Development Planning framework.
- Monitor, evaluate, and report on rugby delivery, providing accurate and timely updates to all key stakeholders.

Essential Skills & Experience

- Experienced manager of meaningful sports development outcomes within community or club environments.
- Proven ability to lead, influence, and support volunteers, coaches, and part-time staff.
- Strong understanding of community rugby development, including youth, minis, and female pathway structures.
- Excellent communication and leadership skills, with the ability to build positive relationships across schools, Local Authorities, partners, and club committees.
- Strong planning, organisation, and project-management abilities, with experience delivering programmes to agreed targets.
- Ability to develop and implement strategic plans in collaboration with club and community partners.
- Excellent understanding of Long-Term Player Development (LTPD) principles and their application to community and youth rugby environments.
- High level of IT proficiency, including use of Microsoft products, reporting systems and mechanisms, and planning tools.

Qualifications

Essential:

- Rugby Coaching Aspiring (UKCC Level 2 or equivalent)
- Full driving license
- PVG Scheme membership (or willingness to join)

Desirable:

- UKCC Level 3 / Advanced Coach Qualification
- Sports-related HND or Degree
- UKSCA or equivalent
- 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 West of Scotland FC

How to Apply

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

Club Contact Name: Ross McAulay

Club Contact Email: rossmcaulay12@gmail.com

Subject line: "Development Officer Position at West of Scotland FC"

For a conversation regarding the post please contact:

Club Contact Name: Ross McAulay

Club Contact Number: 07738 085576

Closing Date: Friday 30th January 2026 5pm

Indicative Interview Date: Early February 2026