



Rugby Development Officer – Full-Time

Ardrossan Academicals RFC

Memorial Pavilion, Memorial Field, Sorbie Road, Ardrossan, KA22 8AP

Full-Time | 40 hours/week | £27,500 per annum, plus bonus (subject to annual review)

Rugby Development Officer

About the Role

Ardrossan Academicals 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.

Key Responsibilities

- Grow and sustain our Youth & Minis Sections (boys and girls, all age grades).
- To support this growth you must be prepared to work Wednesday evenings and Sundays.
- Lead rugby delivery within a particular school's environment
- Coordinate and oversee the programmes at two local Academies and primary 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.

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 1 or equivalent)
 - Full driving license
 - PVG Scheme membership (or willingness to join)
- Desirable:
 - UKCC Level 2 / Aspiring Coach Qualification
 - 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 Ardrossan Academicals RFC

How to Apply

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

Club contact: Ali Cairns

Club Contact Email: aarfcpresident@gmail.com

Subject line: "Development Officer Position at Ardrossan Academicals RFC"

For a conversation regarding the post please contact:

Club Contact: Ali Cairns

Club Contact Number: 077843951512

Closing Date: 24.00 6th March 2026