



# PERTSHIRE RUGBY

## Development Officer Recruitment

**Job Title:** Rugby Development Officer

**Location:** Perthshire Rugby Football Club,

**Employment:** Full-time, 37.5 hours per week

**Salary:** £28,500 per annum (dependent on experience)

**Contract:** Fixed term to 31 May 2028, with potential extension in line with Scottish Rugby's funding cycle

**Reports To:** President / Chair of Perthshire Community Rugby Trust

### Purpose of the Role

Perthshire RFC is an inclusive, ambitious community rugby club seeking a proactive and driven **Rugby Development Officer** to lead, shape, and deliver sustainable rugby development initiatives.

The role focuses on the following priorities:

- Growing both boys' and girls' youth rugby at the club.
- Maintaining and improving development within key secondary schools, associated primary schools, and community programmes to maximise transition of players to the club.
- Working in partnership with the Scottish Rugby Union (SRU)
- Providing young people with opportunities to build skills, confidence, and healthy lifestyle habits

You will play a key role in nurturing teamwork, leadership, and long-term player development across the Perthshire rugby community.

### Priorities

The postholder will prioritise working with the club to maximise player transition at key stages - Mini to Youth rugby and from U16 towards adult rugby – whilst maintaining strong links between schools and clubs. Maintaining these positive relationships with existing partner schools, your priority will be to convert school players into active, committed players, improve retention rates and help to raise playing and coaching standards across the club.

### Key Stakeholders

- Perthshire RFC Club Committee
- Perthshire Community Rugby Trust
- Bertha Park High School, Community School of Auchterarder, Perth Academy and Perth High School (and associated feeder schools)
- Caledonia Midlands Regional Manager
- Perth and Kinross Active Schools Coordinators
- Relevant Third Sector and Community Leaders



Perthshire Rugby, Gannochy Sports Pavilion, North Inch, Perth, PH1 5HS  
@PerthshireRugby | [president@perthshire-rfc.co.uk](mailto:president@perthshire-rfc.co.uk) | [www.perthshire-rfc.co.uk](http://www.perthshire-rfc.co.uk)

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### Key Responsibilities

- Lead, deliver or support rugby development programmes across the club, local primary and secondary schools, and wider community.
- Embed Scottish Rugby's strategic objectives within local club and school programmes.
- Promote the values of Scottish Rugby in all environments.
- Plan and deliver camps, school outreach activity, festivals and club open days to grow membership.
- Develop, monitor, and evaluate rugby programmes, providing timely reporting to stakeholders.
- Create and deliver a clear coach and volunteer development pathway, including ongoing training and CPD.
- Support the recruitment, retention, and recognition of volunteers.
- Work with the club committee to develop and implement strategic plans aligned to Scottish Rugby's Club Development Planning framework.
- Monitor and report on all rugby delivery, ensuring accurate and consistent updates.

### Governance/Leadership

The Rugby Development Officer will report operationally and on a monthly basis to the club President with regular oversight from Perthshire Community Rugby Trust. The post holder will work in close alignment with the Scottish Rugby Regional Manager to ensure delivery against national and regional priorities

### Essential Skills & Experience

- Proven ability to lead, influence, and support volunteers, coaches, and part-time staff.
- Strong understanding of community rugby development, including youth, minis, and player pathways.
- Excellent communication and leadership skills, with an ability to build strong relationships across schools, partners, and club committees.
- Strong planning, organisational, and project management capabilities, with experience delivering programmes to target.
- Ability to develop and implement strategic plans with club and community partners.
- Comprehensive understanding of Long-Term Player Development (LTPD) principles & Scottish Rugby's Blueprint
- Competent IT skills, including Microsoft applications, reporting tools, and planning systems.



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### Qualifications

#### Essential:

- Rugby Coaching (UKCC Level 2 or equivalent)
- Full driving licence
- PVG Scheme membership

#### Desirable:

- UKCC Level 3 / Advanced Coach Qualification
- Sports-related HND or Degree
- UKSCA or equivalent accreditation
- Match Official qualification
- First Aid in Rugby (FAIR) or equivalent

#### What We Offer

- A dynamic, supportive working environment
- Opportunities for ongoing professional development
- The chance to shape and lead rugby development across Perth and Kinross.

### How to Apply

Please submit your **CV** and a **brief outline (maximum 1 page)** detailing your priorities and approach for the first 3–6 months in the role of Rugby Development Officer at Perthshire RFC.

Your response should consider:

Key areas of focus across club, school, and community rugby  
Initial actions you would take to build relationships with stakeholders  
How you would approach growing youth and girls' participation  
Early steps to support and develop coaches and volunteers  
How you would measure early success

CV and statement should be forwarded to [president@perthshire-rfc.co.uk](mailto:president@perthshire-rfc.co.uk)

If you require further information, please email the same address with your contact details and a member of the team will get in touch.

**Closing date: 24<sup>th</sup> April 2026**



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