

## Job Description: Development Officer (Community)

**CONTRACT TYPE:** Full-time, 3 years fixed term.

**SALARY:** £24,000 - £28,000 per annum, dependant on skills and experience.

**LOCATION:** Scottish Volleyball, 48 Pleasance, Edinburgh, EH8 9TJ. This role will be based at the designated office with potential of agreed remote/hybrid working.

**REPORTS TO:** Head of Development.

**HOURS OF WORK:** 37.5 hours per week.

Summary of key responsibilities include but are not necessarily limited to:

- Perform an integral role in the implementation Scottish Volleyball's Strategic Plan "We Are Volleyball" with particular emphasis and support for community-based volleyball and development.
- Develop strong relations with Local Authorities, Active School Coordinators, clubs, and other partners in key targeted local authorities.
- Develop a sitting volleyball programme for Scotland.
- Promote and develop the Tartan Talent Pathway and regional beach performance sessions which links to community and club volleyball for our national teams.
- Work closely with indoor and beach Volleyball clubs to provide pathways into clubs and creation of recreational sections.
- Identify education and development needs for coaches, leaders, teachers, officials, and volunteers across the national club environment in conjunction with Scottish Volleyball's development plans, staff, volunteers, and commissions.
- Work closely with the Competitions and Events Officer in the creation of new national recreational leagues and competitions.
- Manage the operating budgets and pursue, develop, and promote opportunities to accessing additional funding opportunities.
- Support national club environments which develop talented athletes within clubs. Signpost players to the Tartan Talent Pathway and regional beach performance sessions.
- Work with Workforce Officer to identify and recruit key volunteers and assist in the development of a quality qualified coaching and officiating workforce.
- Assist the Competition and Events Officer with major events throughout the year.
- To be a positive ambassador and role model for Volleyball, uphold the organisational values and mission statement of Scottish Volleyball.
- Follow direction from Head of Development, work closely with the Development Officer (Foundation) and other staff to play an active role in developing volleyball.
- Any other duties as appropriate to the post and the needs of Scottish Volleyball.