Person Specification: Development Officer (Foundation)

Factor	Essential	Desirable
Qualifications and Attainments	Educated to degree level in coach education, sports development, or extensive industry experience. Full UK Driving Licence.	Formal Volleyball coaching qualification. Ownership or access of car.
Experience	Demonstrable evidence of experience in delivery of community coaching. Experience of working with children and young people.	Delivery of sport in an educational environment. Sport specific planning and development experience. Experience with budgeting/financial management.
Skills	Strong knowledge of Scottish sporting landscape. Effective communication in English in both written and verbal formats. Ability to collaborate within a team setting, across departments, and across stakeholder groups. Proficient with office-related software including word processing, database, and spreadsheets. Passion and energy to promote and engage people of diverse backgrounds and identities.	Work with National Governing Bodies, local authorities or leisure trusts as a coach or development officer. Ability to produce high-quality media content for internal and external use. Ability to mentor and support the development of network coaches. Experience of the use of social media and marketing tools such as Canva.
Personal Qualities	Highly motivated, organised, and effective working practices. The ability to work under little supervision but accept direction and deliver excellent work whilst managing a diverse workload. Friendly, outgoing, positive, engaging persona whilst remaining calm under pressure.	

Scottish Volleyball is an equal opportunities employer and aims to provide a working environment free from any form of harassment, intimidation, victimisation, or discrimination. We aim to ensure that no job applicant or employee receives less favourable treatment on the grounds of gender, marital status, race or ethnic origin, LGBT+ identity, age, or disability. All appointments are made purely based on merit and ability.