

**Job Title:** Outreach Curling Development Officer

**Reports to:** Scottish Curling Development Manager/Chair of Ayr Development Group

**Hours of work:** *part time- 30hours per week annualised*

**Salary:** £16,224

Enquiries for this position please email [lynne.rowley@yahoo.com](mailto:lynne.rowley@yahoo.com) Closing date 20<sup>th</sup> Sept,18. Interviews will be held 24<sup>th</sup> Sept, 18 at Ayr ice rink.

The Outreach Curling Development Officer will provide a critical role in the planning, organising and delivery of a range of curling programmes in Ayr ensuring that all members of the community have the opportunity to participate and progress in curling.

JOB DESCRIPTION	
Job Title:	Outreach Curling Development Officer – Ayr
Partners:	Sport Scotland, Scottish Curling, Ayr Curling Development Group
Primary Location:	Ayr Ice Rink
Reports to:	Scottish Curling Development Manager/Chair of Ayr Development Group
Employment Status:	Part time – 30 hours per week, 52 weeks per year
Salary:	£16,224

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PURPOSE/RESPONSIBILITIES OF THE POST

**Overall Purpose:-**

To work in partnership with Ayr Curling Club Development Group and Scottish Curling to plan, coordinate and review a range of curling development programmes and initiatives across Ayrshire that provide opportunities for curlers (and potential curlers) of all ages and abilities to get involved in curling at a local level.

The role has a specific focus on

- Increasing the numbers of junior members in Ayr
- Increasing the number of adult curlers in Ayr
- Introducing people to the game of curling through an engaging first experience
- Marketing and promoting curling to the population of Ayrshire to attract participation in the sport for all ages and abilities.
- Retaining existing curlers in the sport by ensuring that the range of opportunities in and around Ayr Ice rink meet their needs and expectations
- Co-ordinating the coaches to deliver sessions for all abilities as and when required
- Building and maintaining effective relationships with Schools, Active Schools Team and relevant external groups
- Delivering, monitoring and reviewing the Ayr Curling Development Plan in line with Scottish Curling Objectives

QUALIFICATIONS AND EXPERIENCE		
Factor	Essential	Desirable
Qualifications and Attainments	<ul style="list-style-type: none"> <li>Educated to degree level or a professional qualification in sports related subject or <b>relevant experience</b></li> <li>Driving Licence and access to a vehicle</li> </ul>	<ul style="list-style-type: none"> <li>Hold Safeguarding &amp; Protecting Children &amp; Protected Adults certificate</li> </ul>
Work and Other Experiences	<ul style="list-style-type: none"> <li>Managing people, budgets and projects</li> <li>Writing, developing and evaluating plans and reports</li> </ul>	<ul style="list-style-type: none"> <li>Working with committees and volunteers</li> <li>Planning / organising events</li> </ul>
Skills	<ul style="list-style-type: none"> <li>Demonstrable interpersonal and communication skills</li> <li>Evidence of research, analytical and decision making skills</li> <li>Track record of building effective relationships</li> <li>Strong organisational and planning skills</li> <li>Competent IT skills</li> </ul>	<ul style="list-style-type: none"> <li>Demonstrable negotiating skills</li> <li>Leadership and management skills and evidence of leading groups / teams.</li> </ul>
Disposition and Personal Qualities	<ul style="list-style-type: none"> <li>An ability to work with others, motivate, provide direction and influence</li> <li>Versatility and creativity</li> <li>An ability to demonstrate confidence, empathy, enthusiasm and initiative</li> <li>Demonstrable understanding of and commitment to the equalities agenda</li> </ul>	
Special Aptitudes	<ul style="list-style-type: none"> <li>The ability to undertake flexible working hours including frequent evenings and weekends</li> <li>Must hold EU passport or eligibility to work in the UK</li> </ul>	