

Person Specification - Edinburgh AC Schools to Club Coaching Officer

Factor	Essential	Desirable
Qualifications and Attainments	<ul style="list-style-type: none"> Level 2 UKA Coaching Qualification or above 	<ul style="list-style-type: none"> Sports related degree/qualification or relevant experience Access to transport Child Protection training First aid certificate Driving Licence
Experience & knowledge (in an employed or voluntary capacity)	<ul style="list-style-type: none"> Experience of working within a volunteer club environment Experience of coaching a variety of groups – different age ranges including primary and secondary Experience of working effectively with partners Experience and knowledge of working with volunteers Knowledge and understanding of issues affecting athletics clubs Experience of initiating, developing and evaluating projects Experience of supervising projects and people Knowledge and understanding of sports development pathways (LTAD) 	<ul style="list-style-type: none"> Experience of working in a sports development environment Knowledge of national sporting/physical activity initiatives & strategies Knowledge and understanding of athletics development pathways
Competencies - Skills & Knowledge	<ul style="list-style-type: none"> IT skills and experience Ability to build effective working relationships Excellent organisational skills Well developed communication skills Ability to prioritise competing deadlines and projects 	<ul style="list-style-type: none"> Leadership

Additional Requirements	<ul style="list-style-type: none">• Ability to undertake flexible working hours• Satisfactory Disclosure Scotland / PVG Check	<ul style="list-style-type: none">• Experience of sourcing and securing funding
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