



**north ayrshire
athletics club**



North Ayrshire Athletics Club

Community Development & Engagement Manager

Contract Length – 1 year fixed term

Salary and Hours – £20,493 - 35 hours per week

North Ayrshire Athletics Club (NAAC) is registered charity and award winning athletics club serving the community of North Ayrshire. The club have enjoyed a period of expansion and success both on and off the track over the past four years and continue to perform well on both the local and national stage.

An exciting and unique opportunity has arisen within NAAC as part of the clubs vision to provide a bigger positive impact in our local community. The post which has been created in partnership with **scottishathletics** who will be the employer of the successful candidate. The post will come under the auspices of the Club Together Programme which is a fundamental project within Scotland's National Strategy for athletics, *Building a Culture of Success*, placing a key focus on supporting the development of athletics clubs in the country. Club Together is exactly that – clubs, **scottishathletics** and local partners coming together to deliver once and for all a programme that will make the athletics vision happen.

The post, which is believed to be the first of its kind in the sporting landscape of Scotland has the fundamental aim to develop and enhance community groups and facilities in North Ayrshire not currently associated with the club. The post will build on the existing positive work the club undertakes in the community and will be at the forefront of community sports provision in Scotland.

Conditions of Employment

The post will be based in North Ayrshire and will require travel between various community venues and hubs.

Salary

This 35 hour per week post is funded through a partnership between the Club and **scottishathletics** and will see a starting salary offered for the post of £20,493.

Hours of work

The person appointed will be expected to work 35 hours per week. Due to the nature of the post, there will be a requirement to work evenings and occasional weekends.

Pension

scottishathletics operates a qualifying group pension scheme for auto-enrolment purposes and will match the successful candidates' contribution up to a maximum of 6% of salary, including the legal minimum contributions required.

Probationary Period

All new members of staff will serve a six month probationary period before their appointment is confirmed.

Notice

This post carries a one month period to terminate employment after the satisfactory completion of the probationary period.

Application Process

Applications should be made by submitting the application form, covering letter (addressing how the applicant's skills and expertise fit with the job roles and person specification), and equal opportunities form, marked "private and confidential", to Francesca Snitjer, Executive Officer, (or email francesca.snitjer@scottishathletics.org.uk) at:

Scottish Athletics Ltd
Caledonia House
South Gyle
EDINBURGH
EH12 9DQ

The closing date for applications is 12 noon on Friday 22nd February 2019 with interviews taking place on week commencing – Monday 4th March 2019. Applications received after the closing date will not be considered.

Any offer of employment would be subject to a satisfactory PVG check and references.

scottishathletics is an equal opportunities organisation.

If you would like to find out more about the role please email Jamie McDonald, National Club Manager, jamie.mcdonald@scottishathletics.org.uk

Downloads:

1. Application Form
2. Job Description
3. Person Specification
4. Equal Opportunities Form
5. Privacy Notice for Scottish Athletics Potential Employees



Scottish Athletics Limited, Caledonia House, South Gyle, Edinburgh, EH12 9DQ
t. 0131 539 7320 w. www.scottishathletics.org.uk e. admin@scottishathletics.org.uk
Registered Company SC217377 VAT reg no 596971174