



## Ayr Seaforth Athletic Club Development Officer

**Job Title:** Ayr Seaforth Athletic Club Development Officer

**Reports to:** Ayr Seaforth Committee and **scottishathletics**

**Salary:** £10,920 (15 hours per week)

**Contract Length:** Fixed Term of two years, until March 2024

An exciting opportunity has arisen within Ayr Seaforth Athletic Club for a new Development Officer to join the club in partnership with **scottishathletics**. The post will be funded by Ayr Seaforth, **scottishathletics** and Impact Funding Partners.

Ayr Seaforth AC has been in existence for over 50 years with a current membership of over 200. The club has provided local athletes with the opportunity to take part in athletics at local, regional and national levels. The Development Post will lead Ayr Seaforth Athletic Club's efforts in expanding athletic participation to local areas where membership has traditionally been low, particularly in the north of the Ayr. This mainly includes young people who attend Ayr Academy and its associated cluster Primary Schools. In addition to increasing new athlete numbers, the successful job holder will aim to help increase the number of volunteers required to support the Club's anticipated growth as training is relocated from the current Dam Park location to a brand-new facility next to Ayr Academy in late 2022.

### Conditions of Employment

The successful candidate will be employed by Scottish Athletics Limited on a two-year fixed term contract until March 2024. The location of work will initially be at Dam Park Stadium, Ayr, moving to Ayr Academy in late 2022.

### Salary

The starting salary offered for the post will be £10,920.

### Hours of work

The person appointed will be expected to work for 15 hours a week. The pattern of working hours will be agreed with the line manager. Due to the nature of the post, there will be a requirement to work evenings and 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.

### **Annual Leave and Public Holidays**

The annual leave entitlement for this post is 25 days pro rata, with an additional public holiday entitlement of 10.5 days pro rata.

### **Probationary Period**

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

### **Notice**

The 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 role and person specification) and equal opportunities form, marked "private and confidential", to Francesca Snitjer, Executive and Equalities Officer, e-mail: [francesca.snitjer@scottishathletics.org.uk](mailto:francesca.snitjer@scottishathletics.org.uk)

The closing date for applications is **12 noon on Friday 11<sup>th</sup> February 2022** with interviews schedule to take place on Tuesday 1<sup>st</sup> March 2022. Incomplete applications and those 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 employer.

Downloads:

1. Application form
2. Job description and person specification
3. Equal opportunities form
4. Privacy notice for Scottish Athletics Potential Employees



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