



## **Aberdeen AAC Community Activation Officer and Coach**

**Contract Length:** 3 year contract

**Hours:** 10 hours per week

**Salary:** £6,240 (£12 per hour)

Aberdeen AAC is a well-established, ambitious and successful athletics club based across Aberdeen and Aberdeenshire. Aberdeen AAC have a membership of over 350 members and are seeking to grow their capacity further.

An exciting opportunity has arisen within Aberdeen AAC for a Community Activation Officer and Coach. The new role will lead the coordination and delivery of community athletics in identified areas of Aberdeen focusing on communities with higher levels of poverty and low income.

The role will be part of the **scottishathletics** Club Together programme. Club Together 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. The role will have a significant impact in the further growth and development of the club.

This part time post is funded through a partnership between Aberdeen AAC and **scottishathletics**. 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.

### **Conditions of Employment**

The successful candidate will be based in various communities across Aberdeen City.

### **Salary**

The starting salary offered for the Community Activation Officer and Coach post will be £6,240 per annum (£12 per hour).

Annual pay awards will be made in accordance with the salary review procedures agreed by the **scottishathletics** Board of Directors.

### **Hours of work**

The person appointed will be expected to work 10 hours per week. We are open to be flexible to meet the needs of the candidate and the club. Due to the nature of the post, there will be a requirement to work regular evenings.

**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 the post is 25 days pro rata. In addition, the public holiday entitlement is 10.5 days pro rata. Annual leave may be taken by prior arrangement with the line manager.

**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**

Applicants should apply by submitting the application form, covering letter (addressing how the applicant's skills and expertise fit with the job role/s and candidate specification/s) and equal opportunities form, marked 'Private and Confidential' to [hr@scottishathletics.org.uk](mailto:hr@scottishathletics.org.uk)

The closing date for applications is 12 noon on 8<sup>th</sup> March 2024 with interviews taking place on week commencing 11<sup>th</sup> March 2024. Applications received after the closing date will not be considered.

If you would like an informal discussion regarding the advertised post please contact Jamie McDonald, National Club Manager, [jamie.mcdonald@scottishathletics.org.uk](mailto:jamie.mcdonald@scottishathletics.org.uk)

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

**scottishathletics** is an equal opportunities organisation.

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



Scottish Athletics Limited, Caledonia House, South Gyle, Edinburgh, EH12 9DQ  
w. [www.scottishathletics.org.uk](http://www.scottishathletics.org.uk) e. [admin@scottishathletics.org.uk](mailto:admin@scottishathletics.org.uk)  
Registered Company SC217377 VAT reg no 596971174