



Kilmarnock Harrier & A.C
'Born 1887 - Still going strong'



Kilmarnock Harriers & AC Pathway & Community Development Officer – Job Description

Hours: 10 hours per week

Responsible for:

- Overseeing the overall club coaching structure and athlete pathway, ensuring it meets national guidelines of best practice for age and stage development.
- Leading the coordination and delivery of community outreach programmes in identified areas of Kilmarnock focussing on communities with identified higher levels of health inequalities.

Key tasks will include:

- Oversee the overall club coaching structure, including:
 - Lead the implementation of the Coaching action plan.
 - Identify the number of coaches required to meet growth needs.
 - Support the recruitment and development of coaches across the pathway, to support the coaching structure, through identifying gaps.
 - Ensure para-athlete opportunities.
 - First point of contact for all coach related queries.
 - Ensure the coaching team has quality across all aspects of planning, physical preparation and technical development.
 - Coordinate the club coaching team to ensure quality, structured, progressive athletics training is provided.
 - Ensuring coaches working all stages of the athlete development pathway have the appropriate support such as mentors and individualised CPD programmes.
 - Work to ensure the implementation of Coach Development Programmes which link with NGB and East Ayrshire Council and East Ayrshire Leisure programmes.
 - Advising and influencing the coaching workforce on appropriate competition for athletes based on age and stage of development.
- Oversee the club athlete pathway, ensuring it meets national guidelines of best practice for age and stage development, including:
 - Work with club coaches and appropriate **scottishathletics** staff to ensure that talented athletes, para-athletes and coaches have the opportunity to progress through athlete pathway development programmes.
 - Implement the performance indicators for athletes and para-athletes within the talent pathway (and wider club) are meeting the national targets for physical and technical competencies.

- Organise, coordinate and deliver community outreach programme that leads to a growth in club membership, including:
 - Coordinate and deliver athletics activity for young people in identified areas of Kilmarnock focussing on communities with higher levels of health inequalities.
 - Work with local communities, alongside partners, to shape programmes and provision ensuring that it meets the needs of targeted participants and individual communities.
 - Identify and apply for appropriate external funding opportunities to develop, scale and sustain the club community programme.
 - Adopt a 'Changing Lives' approach to proactively use athletics as a tool to achieve increased participation and wider social outcomes.
 - Understand and work towards removing any real or perceived barriers to participation.
 - Promote local activity via social media and other platforms.
 - Monitor and evaluate the programme on an ongoing basis to monitor impact, measure outcomes and shape the programme to ensure it meets the needs of the communities.
- Any other areas of work as deemed appropriate by the club line manager or steering group.



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Factor	Essential	Desirable
Qualifications and Attainments	<ul style="list-style-type: none">• UKA Athletics Coach/Level 2 with relevant experience and willingness to progress coach education qualifications.	<ul style="list-style-type: none">• First aid certificate• Driving License• Access to transport
Experience & knowledge (in an employed or voluntary capacity)	<ul style="list-style-type: none">• Experience of coaching a variety of groups – different age ranges.• Knowledge and understanding of athletics development pathways.• Experience of working within a volunteer club environment.	
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.	
Leadership	<ul style="list-style-type: none">• Ability to work with Trustees, committee members, club members and partners in a manner which gives confidence.	
Additional Requirements	<ul style="list-style-type: none">• Ability to undertake flexible working hours.• Satisfactory background checks and references.	