

Scottish Athletics Ltd

Information for applicants for the

Hill & Trail Running Commission – Regional Coordinator (East)

Voluntary role

About Us

scottishathletics is the national governing body for athletics in Scotland. Our vision is to give everyone in Scotland the opportunity to participate in athletics and running and to achieve their personal ambitions.

Our mission is to deliver an integrated, inclusive and adaptable model of athletics and running provision that inspires everyone in Scotland to enjoy the sport and experience personal success. Equality, diversity, and inclusion are at the heart of the work that **scottishathletics** leads, and the organisation works closely with all stakeholders in athletics across Scotland, to continue improving diversity and create an inclusive culture in the sport, and to be reflective of Scottish society.

Our strategy, [Building a Culture of Success \(2023-2027\)](#), captures the breadth of work that **scottishathletics** facilitates, from supporting performance athletes on the world stage to providing opportunities for people to participate in the sport within their local community. The member clubs play a crucial role in growing and developing the sport and, along with the volunteer workforce, they are integral to the sport's future success.

Everyone in Scotland can participate in athletics and **scottishathletics** strives to continuously evolve to deliver on our vision for the sport.

About the Role

scottishathletics is seeking a Regional Coordinator for the East of Scotland within our Hill and Trail Running Commission (HTRC). The HTRC is a key part of the agreed sub-structure of the Scottish Athletics Ltd Board and is one of four commissions supporting the delivery of the sport and the organisations strategy, [Building a Culture of Success \(2023-2027\)](#).

The HTRC leads the planning, delivery and review of all hill and trail running activities delivered by **scottishathletics**. The Regional Coordinator (East) will assume responsibility for the activity of the HTRC in the East of Scotland. The role includes liaising with clubs in the region, identifying events for the annual District Championships and helping to arrange representative regional teams when they are required.

The full responsibilities of the HTRC are set out in the attached Terms of Reference. The Commission is chaired by the HTRC Convenor, Helen Fallas, who is also a member of the Scottish Athletics Ltd Board. The Commission is expected to meet up to four times per year.



Meetings will mainly be held online, however, in agreement with the Commission face-to-face meetings may be held on occasion.

Travel and subsistence will be reimbursed in accordance with the **scottishathletics** policy.

About You

We are looking for an enthusiastic and passionate volunteer with a keen interest in supporting the development of hill and trail running in Scotland.

You will require a good knowledge of hill and trail running in Scotland with an understanding of the clubs in the region, the competitions regionally and nationally, and the representative opportunities for athletes.

Application Process

In line with Scottish Athletics governance requirements, all appointments will be made in accordance with the 'Safe Recruitment and Management of Volunteers' guidance. All Commission members are required to sign a code of conduct, confidentiality agreement and conflict of interest declaration.

Appointments to the HTRC are for a term of up to four years. The Regional Coordinator (East) may serve a maximum of two terms of four years.

To be considered for the role please note your interest by submitting an email with an Expression of Interest (providing a short statement of your reasons for noting your interest and how your skills and expertise align with the role) and the equal opportunities form, to hr@scottishathletics.org.uk.

The deadline for notes of interest is **12pm on Monday 16th December 2024**.

scottishathletics is committed to equality of opportunity and treats all applicants fairly and consistently in accordance with the requirements of the Equality Act 2010 and the Rehabilitation of Offenders Act 1974 (as amended).

Incomplete notes of interest and those received after the closing date will not be considered.

Informal, online interviews will be held with candidates prior to appointment.

Data Protection

Any information provided as part of the application process will be used solely for the purposes of administering the application and, in the case of successful applicants, also for the purpose of administering the group. All personal data will be processed in accordance with the Data Protection Act 2018. Personal information will only be kept for as long as deemed necessary.