



The Role and Responsibilities of the Inverclyde AC Community Impact Coach

Responsible to: Inverclyde AC and Scottish Athletics

Direct reports: Inverclyde AC Coaching Convenor and Scottish Athletics National Club Manager

Responsible for: To deliver after school athletics activity in partnership with Active School and to create pathways into Inverclyde AC to help grow the membership. The role will develop further engagement with Branchton Community Centre and the provision of athletics to the local community.

Key tasks will include:

- Plan and deliver afterschool athletics within Primary Schools in Port Glasgow, Greenock East and Greenock Southwest
- Develop further engagement with Branchton Community Centre
- Promote, support and deliver the holiday camp athletic sessions
- Work in partnership with Active Schools Inverclyde Coordinators to engage with Secondary School Sports Leaders offering volunteering opportunities at afterschool sessions and club sessions
- Support the Board to identify coach development and education needs for young volunteers and coaches.
- Any other areas of work as deemed appropriate by the club line manager or steering group.

This job description is not to be regarded as exclusive or exhaustive. It is intended as an outline indication of the areas of activity and will be amended in the light of the changing needs of the organisation.

Candidate Specification

FACTORS	ESSENTIAL	DESIRABLE
Qualifications and attainments	<ul style="list-style-type: none"> • Athletics Coach Qualification or Coaching Assistant and willing to work to Level 2 within first year 	<ul style="list-style-type: none"> • Sports related degree/qualification or relevant experience • First aid certificate • Driving License • Access to transport
Work and other experience	<ul style="list-style-type: none"> • Experience of working within a volunteer club environment • Experience in coaching young people in a community-based setting • Experience of working effectively with partners • Experience of initiating, developing and evaluating projects • Knowledge and understanding of sports development pathways (LTAD) 	<ul style="list-style-type: none"> • Experience of working in a sports development environment • Knowledge of national sporting/physical activity initiatives & strategies • Knowledge and understanding of athletics development pathway
Skills	<ul style="list-style-type: none"> • Ability to build effective working relationships • Ability to plan, manage and deliver athletics sessions successfully • The confidence to communicate clearly both internally and externally with stakeholders through strong verbal and written communications skills • Ability to remain flexible and adaptive to club needs • IT skills and experience (Microsoft Office, excel, databases) 	<ul style="list-style-type: none"> • Leadership
Disposition and personal qualities	<ul style="list-style-type: none"> • Self-disciplined with ability to work effectively remotely • Innovative and forward-thinking with a positive attitude • Respectful, trustworthy, enthusiastic and hard-working with a proven track record of achievement • Commitment to personal development and a willingness to learn from others 	

Application Process

Applicants should apply by submitting the application form, a covering letter (addressing how the applicant's skills and expertise fit with the job role and person specification), and the equal opportunities form, to opportunities@scottishathletics.org.uk.

The closing date for applications is **noon on Friday 30th May 2025** with interviews taking place **Tuesday 10th June**.

Incomplete applications and those received after the closing date will not be considered.

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).

scottishathletics is **not** approved by UK Visas and Immigration to act as a licensed sponsor, and as such, this role is not eligible for sponsorship. Any offer of employment would be subject to proof of existing right to work in the UK, satisfactory background check, and references.

If you require any reasonable adjustments, please email opportunities@scottishathletics.org.uk