



Scottish Athletics Limited

Information for applicants for the position of

Harmeny AC Club Development Officer and Club Coach

Salary £12.60 – £20 per hour

6 - 10 hours per week

3 year Fixed Term

About Us

scottishathletics is the national governing body for athletics in Scotland. Our vision is for everyone in Scotland to have 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 You

We are looking for an enthusiastic and motivated individual with a passion for coaching and club development. You are someone who thrives in a dynamic environment, are well organised, can think creatively to overcome challenges, and is committed to inspiring people to develop.

If you're excited about the opportunity to make a meaningful impact to Harmeny AC and be a key part of the club vision and strategy, we'd love to hear from you!

About the Role

Harmeny Athletic Club is a well-established and successful athletics club based in the South-West of Edinburgh. Harmeny AC, **scottish**athletics Impact Club of the Year 2019 & 2021, now boast a membership of over 500 members.

An exciting opportunity has arisen for a Club Development Officer and Club Coach, as part of the **scottish**athletics Club Together programme. The post will focus on growing the club's capacity, co-ordinating athletics activity and introducing new training sessions for the club.

The position could be combined with the Harmeny AC Sprints Coach role, which is currently being advertised, depending on interest, availability, and suitability of candidate.

Staff

scottishathletics employs 34 members of staff and 24 Club Together Officers.

Place of Work

The successful candidate will be based in the South-West of Edinburgh, primarily at Saughton Sports Complex.

Salary

The starting salary offered for the Club Development Officer and Club Athletics Coach post will be £12.60 - £20 per hour depending on skills, experience and qualifications.

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

Benefits

Enhanced statutory benefits

Hybrid working

Hours of work

The person appointed will be expected to work between 6 - 10 hours per week depending on availability of the successful candidate. We are open to being 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. The organisation encourages a flexible working approach from all staff, consistent with meeting the needs of the business.

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, In addition, the public holiday entitlement is 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

This post carries a one month period to terminate employment after the satisfactory completion of the probationary period.

