



Grangemouth Community Sports Trust

Information for applicants for the position of

Club Coach and Development Officer - GCST

Salary £10,920
(15 hours per week)
[18 Months Fixed Term]

Please note that this is a 15 hours per week post, with hopes to increase the hours in the future

This post is employed by **Grangemouth Community Sports Trust** and funded through a partnership between **Grangemouth Community Sports Trust**, **scottishathletics Falkirk Victoria Harriers** and **Forth Valley Flyer**. You will work directly with both athletics clubs with support from **Grangemouth Community Sport Trust** and **scottishathletics** National Club Managers.

About Us

Grangemouth Community Sports Trust is a charitable organisation established to transform Grangemouth Stadium into a thriving, inclusive, and sustainable hub for athletics and community life. Driven by the belief that sport is a catalyst for individual wellbeing and community regeneration, we are committed to ensuring the Stadium serves current and future generations in Grangemouth and beyond.

Our vision is to transition Grangemouth Stadium into a vibrant, community-led asset that is financially sustainable, widely accessible, and central to local life. We aim to preserve its historic legacy while unlocking its full potential as a centre for athletic excellence and community wellbeing.

Forth Valley Flyers, a disability specific athletics club, provides inclusive opportunities for young people (aged 10 and above) and adults with physical, learning, or sensory disabilities to get involved in athletics. Our members come from across Falkirk, Clackmannanshire, Stirling, and surrounding areas, creating a vibrant and welcoming community. We promote fun, participation, sportsmanship, and social connection, ensuring that everyone regardless of ability has the chance to experience the joy and benefits of athletics.

Falkirk Victoria Harriers, founded in August 1901, is a proud and historic athletics club with a strong tradition of excellence. At its core, the club is built on the values of competitiveness, dedication, and enjoyment. Athletes are encouraged to set ambitious goals, train with commitment, and strive for personal bests, while being supported by experienced coaches and a strong team spirit. The club believes that high performance and enjoyment go hand in hand, creating an environment where athletes of all abilities can challenge themselves, celebrate success, and have fun along the way.

About You

We are looking for someone that is motivated and enthusiastic with a passion for athletics and community sport. You thrive on working with people of all ages and abilities, and you are committed to creating inclusive, fun, and competitive opportunities for athletes.

You have strong organisational and communication skills, with the ability to lead sessions, coordinate volunteers, and build positive relationships with athletes, parents, coaches, and club committees. You're a team player who can also work independently, showing initiative and flexibility.

Ideally, you'll bring experience in coaching or sports development, with a genuine interest in developing pathways and growing club participation. Most importantly, you are dedicated to inspiring others, supporting volunteers, and making a positive impact within the athletics community.

About the Role

This role is an exciting opportunity to play a key part in growing athletics participation and strengthening club pathways. The postholder will coordinate, coach, and manage weekly Run, Push, Jump, and Throw sessions, with a focus on increasing junior club membership across both clubs. Working closely with key partners, they will help develop clear and sustainable pathways into club athletics, supporting the progression of young participants into regular club sessions and competitive opportunities.

The role will also involve supporting club committees with day-to-day administration, coordinating coaching schedules, and stepping in as a coach when required. A key part of this position will be to build strong relationships with senior members, parents, and volunteers, helping to grow and retain a dedicated coaching and volunteer workforce.

Additionally, the postholder will be responsible for leading and coordinating activity at Forth Valley Flyers, including organising quarterly coaches' meetings, supporting coach development, and ensuring the smooth running of training sessions. This is a hands-on, community-focused role that will have a real impact on growing athletics at the grassroots level.

This role will start at 15 hours per week with hope to increase the hours over time.

Place of Work

The successful candidate will work at Grangemouth Stadium, FK3 0EE

Salary

The starting salary offered for the post will be **£10,920** per annum (£14 per hour).

Hours of work

The person appointed will be expected to work for 15 hours per-week. There will be the requirement to work in the evenings and, **on odd occasions**, at weekends.

Pension

Company Pension Scheme

Annual Leave and Public Holidays

33 days holiday per year, including bank holidays, pro rata for part-time position

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.

