VACANCY | Club Development Officer

MAIN PURPOSE OF ROLE:

This is a 3-year post funded by **sport**scotland, Grampian Flyers & Panthers; via the Club Support Programme, for the recruitment of a Club Development Officer. The post-holder will play a key role in growing participation in basketball; deliver high-quality coaching sessions for primary and secondary school-aged children; support player development, and create clear pathways into club, regional and national junior programmes. Working in partnership with key stakeholders, the post-holder will have a pivotal role to increase club sustainability with clear targets and outcomes under the Club Support Programme.

Key Responsibilities:

Coaching and Player Development

- Plan and deliver engaging basketball sessions for primary school-aged players.
- Provide age-appropriate coaching that supports skill development, physical literacy, confidence, and enjoyment.
- Create a safe, inclusive, and positive learning environment for all participants.
- Monitor player progress and provide constructive feedback to participants and parents where appropriate.
- Support the transition of players from school and community sessions into club, regional and national activities.

School and Community Engagement

- Establish and maintain strong relationships with local primary and secondary schools.
- Deliver curricular, extracurricular, and holiday basketball activities.
- Promote basketball participation and competition within our basketball community.
- Support community outreach initiatives aimed at increasing participation and reducing barriers to sport.

Club Development

- Actively promote the club's coaching programmes, camps, competitions, and membership opportunities.
- Assist with recruitment and retention of junior players.
- Deliver club events, festivals, and participation initiatives.
- Help promote, develop and increase links between key stakeholders and the club.

Volunteer and Workforce Development

- Support and mentor volunteer coaches and young leaders.
- Plan and organise coaching, officiating, safeguarding, first aid courses/qualifications.
- Contribute to the development of a positive coaching culture within the club.

Administration and Compliance

- Maintain accurate attendance and participation records.
- Ensure all activities comply with Basketball Scotland, **sport**scotland, and club safeguarding policies.
- Complete monitoring and reporting requirements associated with grant funding.
- Attend relevant club committee/coaching meetings, training, and professional development opportunities.

Key Outcomes:

- Increased participation in basketball amongst females and develop opportunities for female-only sessions.
- Increase participation in wheelchair basketball.
- Strengthen links between local schools and key stakeholders.
- Increased general club membership and sustained engagement within club programmes.
- Develop a sustainability model for role.
- Positive outcomes aligned with **sport**scotland funding objectives and club development plans.

PERSON SPECIFICATION REQUIREMENTS:

Essential

- Passion for Basketball; An energetic and motivated individual with a solid understanding of the sport in Scotland.
- Basketball coaching qualification or willingness to work towards one.
- Excellent communication, organisation, and project management skills.
- Ability to work evenings and weekends as required, to work independently and as part of a team.
- Passion for increasing participation and developing young people through sport.
- Understanding of safeguarding and child protection responsibilities and a satisfactory PVG check is required.
- Full UK driving licence and access to transport (or ability to travel between venues).

Desirable

- Previous experience in sports development, coaching, or volunteer management in a community sports club environment.
- Experience coaching or working with primary and secondary school age children.
- Experience delivering school-based sports programmes.
- First Aid qualification.
- Knowledge of player development pathways in basketball.

Safeguarding Statement
The clubs are committed to safeguarding and promoting the welfare of children and young people. The successful candidate will be required to complete appropriate safeguarding checks and comply with all club, Basketball Scotland, and **sport**scotland safeguarding policies.

Closing Date: Monday, 26th October 2026
Start Date: ASAP