

ST MIRREN FC CHARITABLE FOUNDATION

EMPLOYEE SPECIFICATION

JOB TITLE: Community Development Officer		
	ESSENTIAL	DESIRABLE
QUALIFICATIONS/ TRAINING	<ul style="list-style-type: none"> • HND in Sport Development or equivalent or relevant experience in community development • NGB Coaching Qualifications (preferably in Football) 	<ul style="list-style-type: none"> • First Aid Certificate • UEFA B Licence or Scottish FA Advanced Children's Licence and C • Sports related degree/qualification
WORK EXPERIENCE	<ul style="list-style-type: none"> • Practical experience of managing and developing a range of programmes and services across a number of facilities • Experience and knowledge of working with volunteers • Practical experience of coach and volunteer recruitment and development • Experience of working effectively with partners • Experience of working in a relevant sports development environment 	<ul style="list-style-type: none"> • Experience of event management • Experience of coaching within a youth club or grassroots club. • Have club development experience within Football

KNOWLEDGE/SKILL/ ABILITY	<ul style="list-style-type: none"> • Knowledge of national sporting/physical activity initiatives & strategies • Ability to prioritise competing deadlines and projects • Good interpersonal & motivational skills • Ability to work well as part of a team and on own initiative • Good communication and presentations skills • Ability to build effective working relationships • Good organisational skills • IT Literacy 	<ul style="list-style-type: none"> • Experience of sourcing and securing funding • Ability to prepare strategic football plans, integrating with other departments and partners • Ability to develop staff and volunteers
DISPOSITION	<ul style="list-style-type: none"> • Have an interest in sport and sport related activity. • Aware of the need to work flexibly 	
OTHER (SPECIFY)	<ul style="list-style-type: none"> • Driving License 	Hold a full and valid driving licence with access to a vehicle.