



Midlands Club Development Officer

UK Ultimate Ltd is seeking to hire a part-time Club Development Officer to focus on the delivery of the “Matalan Sporting Promise - Community Clubs” pilot project in Staffordshire.

- Temporary contract lasting approx 26-28 weeks, starting in March – specific date TBD
- Part-time position of approx 15-18 hours/week
- Salary on offer is £8/hour which assuming 18 hrs/week will result in a total gross pay of £3744 over 26 weeks (equivalent full-time salary £15,600).
- Opportunity for additional paid-hours on an ad-hoc basis

Your goal will be to ensure that at the end of the 25-week project the Community Clubs have become self-sustaining ultimate clubs. We intend that a portion of the time be devoted to other development activities in the region, and if possible, towards extending the role indefinitely.

The majority of the work in this role will be delivered at the community clubs and other coaching venues in the region (e.g. local schools). We expect the successful candidate will be able to work from home when not coaching. The days and times for the community club sessions will be fixed, but other coaching and development opportunities may occur at any and all times during the week. We do not expect or require an individual to be available at all possible times, but having flexibility in the times at which you are available will be an advantage.

Each community club will be hosted at one of the following “lead schools” (with days and timings still to be fixed):

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| Stoke-on-Trent: | Holden Lane High School Specialist Sports College (<i>Monday evening, time TBD</i>) |
| Burton upon Trent: | Blessed Robert Sutton Catholic Sports College (<i>Friday evening TBC</i>) |
| Cannock: | Cheslyn Hay Sport & Community High School (<i>location and times unconfirmed</i>) |

In this role, you will:

- Act as Manager at each of the three Community Clubs
 - Attend all of the sessions or ensure that appropriate cover is in place if unable to attend
- Ideally act as one of the pool of coaches at each of the three Community Clubs
- Work with the UKU Development Manager to deliver administration around the three Community Clubs
 - Take registers at the clubs
 - Other paperwork, such as risk assessments
 - Liaise with Castle Research, County Sports Partnership and Lead Schools to deliver the monitoring and evaluation (M&E)
- Deliver additional coaching in support and promotion of the project
 - Curriculum taster sessions
 - Assembly presentations
 - Organising demonstration games
- Deliver UKU “Foundation” Coach Education courses
 - Leader Award



- Sports Leader Award
- Leader Award part 2
- Build and support a pool of volunteers to help deliver related and additional development projects

In addition to the above, you may:

- Work with the Development Manager to deliver on other UKU development projects.
- Seek additional revenue-generating work to extend the term of the role beyond the initial 25 week contract; and potentially to increase the number of paid-hours worked each week.

Experience and attributes

- Disciplined, self-motivated, and able to work alone and un-supervised.
- Experience in sports development is desirable, but not necessarily a requirement
- A practical understanding of the sport of Ultimate (Frisbee) and a commitment to Spirit of the Game and self-officiated ultimate. It is not necessary to be a current ultimate player.
- Experience leading or teaching in a sports environment
- Competent and confident in delivering Ultimate to a wide audience
 - Children
 - Young people
 - Adults
 - Teachers / leaders / youth worker / coaching professionals
- A good communicator
- Own transport will likely be needed in order to travel to the community clubs and other promotional events.

Please note:

1. *UK Ultimate* is not required to hire an individual to this post;
2. We are able to adjust some aspects of the role to suit the individual.

To apply please send a CV with covering letter to admin@ukultimate.com as soon as possible. There is no specific closing date, and we will update our website if/when the role has been filled. If possible we will make the decision in the first half of March.

If you have questions please email admin@ukultimate.com.