

Person Specification

Job Title:	Regional Development Officer	
FACTORS	ESSENTIAL	DESIRABLE
Qualifications and attainments	Educated to degree level or equivalent, with minimum of 2 years' experience in sports development (or at least 3 years' experience working in a sports development environment)	Degree in sports related subject. Senior Instructor and powerboat instructor qualifications.
	Full current UK driving licence with access to own car.	Towing Endorsement BE
	Tutor or Trainer qualification or equivalent experience in developing people	Coach & Trainer and/or Powerboat Trainer qualifications
Work and other experience	Proven project and events management experience.	Experience of working in a sailing development background.
	Knowledge of development issues within sport.	Knowledge of sailing across all disciplines preferable.
	Experience of working with value-based organisations to deliver social change.	Experience of working with volunteer, social enterprise or third sector organisations.
	Experience of developing, implementing and evaluating plans.	Knowledge of sailing development pathway.
	Knowledge of national and local authority sports development structures.	
	Demonstrable experience of working with clubs and/or community organisations	Knowledge of child wellbeing and protection issues.
	Demonstrable experience of working with and supporting coaches and volunteers.	
Skills	Proven leadership, teamwork and decision-making skills.	Ability to manage budgets effectively.
	Excellent interpersonal and communication skills.	Ability to manage several projects successfully.
	Exceptional organisational and administration skills, including prioritisation of a number of work areas.	Marketing/publicity skills.
	Self-motivated.	Social media skills.
	Ability to lead, influence, enthuse and motivate others.	Ability to work under pressure and prioritise competing deadlines.

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	Proven record of effective relationship building and partnership working.	
	An ability to interface with professional and volunteer staff.	
	Microsoft office literate.	
Disposition and personal Qualities	Passionate about sport.	Versatility and creativity.
	Friendly and approachable.	Entrepreneurial focus.
	Diplomacy skills.	
	Proven ability to be proactive, work with minimal direction and supervision, and have a “make it happen” attitude.	
	Confidentiality and integrity.	
Special aptitudes	A commitment to on-going professional development.	A well-balanced range of interests.
	Ability to undertake the appropriate PVG checks.	
	Ability to work as a member of a team.	Sensitivity to the needs of volunteers.
	Ability to work flexible working hours.	
	Ability to travel across the region/throughout Scotland for meetings and occasional overnight stays across the UK too.	Ability to Tow boats/RIBs.