

JOB DESCRIPTION	
Job title:	Development Manager x 2 - Covering the areas of Central Scotland or South West Scotland
Salary:	£25,000 - £30,000
Location:	Based within region - Central Scotland or South West Scotland
Reports to:	Head of Development
Employment:	Full Time/Permanent
PURPOSE	
The Development Manager will be one of three and responsible for the delivery of key areas of the strategic plan related to retaining and increasing participation in curling. They will use well developed relationship and influencing skills to build strong productive partnerships based around ice rink curling communities across Scotland.	
RESPONSIBILITIES	
The post will be responsible to the Head of Development for the successful design and delivery of selected national programmes, projects and events. The post will have responsibility for a designated region and will working closely with partners to lead a framework of development plans to retain and increase the membership of Scottish Curling. They will be responsible for supporting the management of any development posts and infrastructure within that region.	
• Lead the design and delivery of national programmes, projects or events that contribute towards the development of curling. • Build, develop and sustain productive partnerships with all stakeholders in each ice rink curling community such as ice rinks, clubs, local authorities and any other partners. Create, support and lead ice rink development groups as a key vehicle for driving development locally. • Lead the creation and delivery of a network of outcome focussed development plans involving all partners in each ice rink curling community. • Within a designated region manage any local development posts and infrastructure. Manage a regional budget and identify and secure any funding opportunities to sustain and enhance the above. • Ensure the delivery of quality programmes and initiatives to introduce people to curling such as Curling's Cool and Try Curling. Work closely with partners to improve conversion rates from these introductory programmes to become regular curlers. • Ensure the delivery of quality programmes and initiatives to help retain curlers and support their progress and development such as skill awards, virtual clubs, camps etc. • Work closely with ice rinks to understand their individual circumstances and help to increase their sustainability. • Implement and manage systems to record, report and analyse key data associated with the development of curling locally and regionally.	

- To develop and establish links with primary and secondary schools, colleges and universities to provide opportunities to experience and participate in curling in curricular and extra-curricular programmes.
- To work closely with development colleagues to ensure coaching, performance development, disability, competitions, equality and safeguarding opportunities, policies and programmes are maximised in the designated region.
- Work closely with marketing colleagues to promote, update and ensure members are informed of development programmes and opportunities via website and other relevant media channels.
- Any other delegated duties as appropriate to the post.

CORE COMPETENCIES

- **Leadership:** Can use a range of leadership styles to manage a variety of people and situations. Can articulate and encourage wide ownership of Scottish Curling's vision for developing the sport. Can support, recruit and lead volunteers to deliver the relevant parts of Scottish Curling's Strategic Plan.
- **Planning & Organising:** Understands the bigger picture and thinks strategically. Can manage a complex workload and prioritise work for self and others.
- **Problem Solving and Decision Making:** Can examine issues and projects, identify strengths and areas requiring improvement. Has the ability to articulate these with partners, develop improvement plans and support others where change processes are required.
- **Communication:** Is able to communicate to people clearly, concisely and with a high level of integrity and can adapt to the needs of different audiences.
- **Project & Programme Management:** Is able to plan & manage multi-faceted projects.

QUALIFICATIONS/EXPERIENCE

Essential

- Experience in developing sport.
- Track record of developing positive and productive working partnerships.
- Track record of influencing partners and dealing positively with conflict.
- Knowledge and understanding of Scottish Curling.
- Proven ability of managing projects, programmes & people.
- Experience of working productively with volunteers.
- Good IT skills.

Desirable

- Degree or equivalent
- Experience of participating in and/or coaching curling.
- At least two years working experience in sports development.
- Knowledge of sports specific issues.
- Knowledge of national sports initiatives and strategies.

Additional Requirements

- Ability to work flexible working hours including evenings and weekends.
- Full driving licence.
- Satisfactory Disclosure Scotland check.

▪