



OVERVIEW:

The Club Development Officer will play a key role in strengthening the development, sustainability and impact of sports clubs across East Ayrshire, with a strong focus on sports development and clear school-to-club pathways. Working closely with Active Schools, Community Sports Hubs, National Governing Bodies and local partners, you will support clubs to be well-governed, inclusive and ready to receive participants progressing from school sport into community and club environments, contributing to our vision of a more active East Ayrshire where everyone benefits from sport.

You will also contribute to the planning and delivery of a co-ordinated programme of high-quality local and national sporting events within Ayrshire360 facilities. These events will support club development objectives, provide competitive and developmental opportunities for participants, showcase local clubs and talent, strengthen community engagement, and enhance the profile of sport across Ayrshire360 and the wider area.

Through a determination to deliver our Vision you will strive to exceed the expectations of our Strategic Framework and in doing so promote and recognise the importance of our vision and values;

- **Being honest and demonstrating integrity at all times**
- **Engaging and inclusive with our people, partners and stakeholders**
- **Striving for continuous improvement by being ambitious and aspirational in all that we do**
- **Taking responsibility and being accountable for our organisation and our service delivery**

KEY ACTIVITIES

Your key tasks and areas of responsibility are outlined below.

You will;

1. Proactively support the development and growth of sports clubs through regular engagement, needs assessments, capacity building, and the creation of tailored club development plans.
2. Provide practical guidance to clubs on organisational governance, constitutions, legal structures and safeguarding, ensuring clubs continuously follow recognised standards and good practice.
3. Support clubs to identify, access, and secure funding opportunities by advising on grant programmes, supporting the development of funding applications, and helping clubs to demonstrate impact, sustainability, and community benefit.



4. Work with clubs and partners to improve access to sport for under-represented groups and communities, addressing barriers to participation and promoting inclusive, affordable, and opportunities across sport.
5. Develop strong partnerships with Active Schools, community organisations and National Governing Bodies to strengthen local pathways into clubs, increase participation, and ensure cohesive sport and physical activity provision within communities. There will be a strong emphasis placed on proactive partnerships with Community Sports Hubs and associated sports clubs.
6. Monitor the progress and impact of club development activity through regular review meetings, data collection, and reporting, using evidence and feedback to inform ongoing support and contribute to service improvement and objectives.
7. Enable clubs to access appropriate supports that enhances workforce development, including coach education and recruitment and retention of volunteers.
8. Develop and maintain successful and productive partnerships that will have a positive impact on the service and the community, particularly with local providers including;
 - National Governing Bodies
 - Local Sports Club and Groups
 - East Ayrshire Council
 - East Ayrshire Sports Council
 - **sportscotland**