

Gladiators Basketball
Club Development Officer
Job Specification

Role Summary

The Club Development Officer will have direct responsibility for supporting and implementing:

- Club governance and strategic planning.
- Operations.
- Sustainability, financial management and funding.
- Facilities and resource management.
- Marketing and communications.
- Player and coach development and competitions.

Job Description/Key Performance Areas

- Support, strengthen and drive Gladiators Basketball governance framework, creating strong policy, culture, ethos and committee delivery and input.
- Coordinate and support all operational activity in relation to player development pathways, leadership, coach education, and competitions.
- Develop strong links and processes that enable smooth player transition from Caledonia Gladiators youth programme to Gladiators Basketball and from Gladiators Basketball to Caledonia Gladiators high-performance programme; ensure continual growth and direction for boys and girls across the programmes.
- Direct and drive consistency and high quality across all areas of the programme, by providing a support network for volunteers, coaches and club leaders.
- Manage the delivery of the club basketball curriculum, ensuring appropriate development of skills, basketball IQ, and on/off-court player behaviours.
- Create, implement and manage the club financial structure, to ensure long-term sustainability, including the monitoring and tracking of all club finance and income streams.
- Create and implement the club marketing and communications policy.
- Work positively and collaboratively as part of the wider basketball community, including working in conjunction with Caledonia Gladiators, Basketball Scotland, local schools and Scottish Basketball club networks (club-2-club programme); providing extended opportunities for development, playing and leadership.
- Administer all associated tasks, communications, and formal monitoring, as directed by your line manager.
- Work in collaboration with staff across the Caledonia Gladiators franchise.

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Accountability

Engage and embrace all tasks designated to you as part of your specific job remit. Work in conjunction with,

- Caledonia Gladiators community development programme.
- Gladiators Basketball SBC and SLBA programmes.

Report directly to Gladiators Basketball Committee, via Caledonia Gladiators Head of Community.

Responsibilities

- To serve Gladiators Basketball to the best of your ability, empowering person and club growth.
- Create a safe and nurturing working environment for all, whilst driving and inspiring a love and passion for basketball.
- Provide genuine development opportunities for young people and adults through basketball, meeting all agreed targets and outcomes.
- Create structures and development that allows us to build beyond our current measure and capacity.
- Contribute to the administrative tasks and associated governance structures.
- Work as a member of the Gladiators Basketball coaching staff, supporting the development and progress of the programme.
- Create a supportive, nurturing environment for young leaders.
- Support our SBC/SLBA programmes, including education and game-day operations.
- Work closely and professionally with our associated partners, including basketball Scotland, Scottish Basketball Clubs, Schools, and Communities.
- Continue to build positive relationships as part of Gladiators Basketball engagement drive, enhancing the reputation and profile of the club.
- Align with and maintain the successful and professional image and profile of Gladiators Basketball.

Desirable Skills

- Sound inter-personal skills that can be developed across all areas of the role.
- Strong IT skills.
- Knowledge and experience in nurturing a club development programme, that allows for overall club growth, player development, longevity and education for all.
- Organised and adaptable, with clear decision making and problem-solving abilities.

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Essential

- Educated to University Degree level or demonstrate a depth of experience through an appropriate vocational pathway.
- UKCC level 1 qualification, or equivalent.
- Experienced and knowledgeable in basketball (sports) development.
- Effective administration skills and qualities.
- Willing to work irregular and flexible hours across the working week.
- Work always with integrity, fairness, equity whilst remaining ethical in all areas of the associated role.
- Work under the governance of Gladiators Basketball and Basketball Scotland.
- Hold a full UK driving licence.

Person Specification

- Dedicated and committed to self-improvement and personal development.
- A skilful and persuasive communicator with a deep understanding of the positive difference Gladiators Basketball can make to individuals and communities, alike.
- Effective organisational skills aligned with developing young people, allowing for person centric development.
- Committed, enthusiastic and passionate about developing and driving a love for basketball.
- Effective interpersonal skills, that can be applied across a variety of situations.
- A passion for making a difference!

Terms and Conditions

Term

Three year fixed-term contract.

Salary

£25,000-£30,000

Benefits

The club will provide an excellent support network for the duration of the contract, including:

- Continuous Professional Development (CPS) allowance.
- Work related travel expenses.
- Health & Wellbeing package, including 24/7 fitness membership.
- Pension.

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Leave

Annual leave entitlement is 28 days.

Duration

Contract start date: Negotiable

Hours of work

The employee's standard working week is currently 37.5 hours, excluding a lunch break of 30 minutes each day.

The post does not qualify for overtime payments.

