

EMPOWERED BY



PERTH & KINROSS  
NETBALL NETWORK

JOB DESCRIPTION	
Job Title:	Netball Development Officer
Primary Location:	Remote/Hot Desk facility at Perth College UHI
Work Area:	Development
Reports to:	National Development Manager (Local Associations & Clubs)
Employment Status:	2 Years Fixed Term, 14 hours per week
Salary:	£12 per hour
PURPOSE/RESPONSIBILITIES OF POST	
<p><b>The Role</b></p> <p>Netball Development Officers (NDOs) will be pivotal in the delivery of Netball Scotland's Local Association Empowerment Strategy working collaboratively with National Development Managers (NDMs), key partners and stakeholders.</p> <p>NDOs will be responsible for contributing towards delivery of Netball Scotland's corporate strategy and agreed funding partner outcomes &amp; targets.</p> <p><b>Operational Priorities:</b></p> <ul style="list-style-type: none"> <li>• Support NDMs with activation of national projects with a key focus on Local Associations, Children &amp; Young People, Engagement &amp; Impact and Workforce &amp; Volunteers.</li> <li>• Support NDMs to activate and implement the Club Development Framework.</li> <li>• Activate the successful delivery of key partner outcomes and targets.</li> <li>• Lead the collaboration of clubs at local and regional level.</li> <li>• Facilitate regional partnership forums.</li> <li>• Support FE/HE Sector, Local Authority, Leisure Trust and Facility partners to connect with Local Associations &amp; Clubs to support growth and development.</li> <li>• Prepare informative reports for the NDM (Local Associations &amp; Clubs) and other key partners against key performance indicators as required.</li> </ul> <p><b>Local Association Empowerment Strategy</b></p> <ul style="list-style-type: none"> <li>• Support the NDM (Local Associations &amp; Clubs) to activate and implement the Local Association Framework.</li> <li>• Support the NDM (Local Associations &amp; Clubs) to activate local, regional &amp; national partnerships to support the development of the Local Association Framework, enhancing the infrastructure of the sport and delivering growth in membership, engagement, and participation.</li> <li>• Work collaboratively with the NDM (Local Associations &amp; Clubs) to identify a sufficient supply of workforce and volunteers to ensure the ambitions of Local Associations are met.</li> <li>• Work collaboratively with the Strathclyde Sirens operations team to effectively use this platform to activate critical engagement, outreach, and event strategies.</li> </ul>	

### **Club Development**

- Be the first point of contact for clubs, supporting and facilitating development needs through use of the Club Development Framework, resources, and online platforms.
- Lead on the activation of Clubs Development Plans, to enable clubs to grow, develop and plan for the future.
- Lead on the activation and facilitation of education and training needs supporting growth and development.
- Co-ordinate, administrate and facilitate local and regional meetings creating a network of connected clubs and partners to promote collaboration, sharing good practice and maximising efficiency of resources.
- Support clubs to achieve Minimum Standards to create an infrastructure of strong, sustainable, inclusive clubs.
- Support clubs to embed Wellbeing & Protection Standards ensuring compliance and identifying & facilitating training needs.
- Support and activate strong school to club and club to FE/HE links providing a pathway for lifelong participation and engagement.
- Support the activation of Netball Scotland's Volunteer Strategy.
- Work collaboratively with the NDM (Local Associations & Clubs) to identify a sufficient supply of workforce and volunteers to ensure the ambitions of Partners and Clubs are met.
- Work collaboratively with Netball Scotland's team of National Development Managers to support clubs across the pathway.
- Work collaboratively with facility partners to increase capacity for clubs in the community to enhance membership, engagement & participation.

### **Membership, Participation & Engagement**

- Support the NDM team to increase membership, engagement & participation through activation and facilitation of national projects.
- Effectively utilise all Netball Scotland and partner platforms to engage existing members and attract new audiences showcasing the power of sport to actively improve the health, wellbeing, and resilience of the nation.
- Support NS's internal and external Equality Groups to achieve the priorities outcomes to change lives and reduce inequalities.

### **Sustainable Financial Model**

- Support the NDM (Local Associations & Clubs) with budget management and reporting.

### **Reporting**

- Provide updates to NDMs on all operational activity of development programmes, including the collection and analysis of relevant data to help inform planning and priorities.
- Provide updates to the Partnership Management Group against agreed outcomes and targets.
- Provide timely quarterly and annual monitoring & evaluation reports.
- Collate Case Studies to evidence positive impact on health, wellbeing, and resilience of those engaged and participating in programmes and events.

**In addition**

- Other duties as may reasonably be required by the business.
- The list of projects, priorities, responsibilities, and accountability outlined above is not exhaustive and may be subject to review/change.

**KEY INTERFACE/RELATIONSHIPS**

**Internal:**

Head of Development  
National Development Managers  
Development Team  
Performance Team  
Strathclyde Sirens  
Local Association Committee  
Partnership Management Group

**External:**

**sportscotland**  
Partners & Stakeholders  
Members  
Volunteers  
FE/HE Sector  
Local Authorities & Leisure Trusts  
Third Sector Organisations  
Other SGBs