



Person Specification

LIVINGSTON & DISTRICT AAC Club Together Officer

Factor	Essential	Desirable
Qualifications and Attainments	<ul style="list-style-type: none"> Driving Licence 	<ul style="list-style-type: none"> Level 2 UKA Coaching Qualification or equivalent Sports related degree/qualification or relevant experience Access to transport First aid certificate
Experience & knowledge (in an employed or voluntary capacity)	<ul style="list-style-type: none"> Experience of working within a volunteer club environment Experience of working effectively with partners Experience and knowledge of working with volunteers Knowledge and understanding of issues affecting athletics clubs Experience of initiating, developing and evaluating projects Experience of supervising projects and people Knowledge and understanding of sports development pathways (LTAD) 	<ul style="list-style-type: none"> Experience of working in a sports development environment Knowledge of national sporting/physical activity initiatives & strategies Knowledge and understanding of athletics development pathways
Competencies - Skills & Knowledge Leadership: Managing Delivery:	<ul style="list-style-type: none"> Ability to remain open to ideas Ability to motivate others to take action/participate Be able to plan and prioritise workloads Ability to manage resources to ensure work is completed efficiently Be proactive in improving existing activities and processes 	

