

Murrayfield Memorial Club

Post Title:	Table Tennis Development Officer (Part Time)
Location:	Club venues, with travel to other venues across Edinburgh
Reports to:	Committee Chairman
Purpose of Job: To coordinate coaching and club activity to substantially increase the number of people of all ages and abilities playing table tennis across Edinburgh	
Main Duties: <ul style="list-style-type: none">● Head Coach for the junior section of Murrayfield Memorial Club:<ul style="list-style-type: none">○ Ensuring the delivery of a minimum of 4 hours coaching for Club juniors each week○ Creating the pathways to allow talented young players identified within schools and afterschool clubs to feed into the Club● Work with schools and key partners to increase participation in table tennis across Edinburgh's schools by:<ul style="list-style-type: none">○ Deliver training for school staff to underpin the expansion of table tennis as part of the PE curriculum○ Coordinating taster sessions in at least 12 primary schools in year 1, rising to 24 schools by the end of year 4○ Establish and provide coaching for After School sessions (P4-7 & S1-6) in 4 cluster secondary schools in year 1, rising to at least 6 by the end of year 4○ Support the setting up off lunchtime clubs in schools to be run by teachers or senior pupils● Establish new club sessions in community venues providing additional capacity for juniors, seniors and over 50s● Recruit and train a minimum of 5 additional coaches each year and continually develop a growing team of other volunteers helpers● Coordinate regular sessions in 6 sheltered housing / care home sites in year 1, rising to 12 by year 4● Coordinate weekly sessions in schools and club venues for players of all ages with special needs● Assist the Club Committee and Edinburgh and Lothians Table Tennis League in the delivery of the Edinburgh Development Plan	
Responsibility for Employees: <ul style="list-style-type: none">● None	
Relevant Qualifications: <ul style="list-style-type: none">● Minimum of UKCC Level 1 (or equivalent) in Table Tennis, preferably UKCC Level 2	

Hours of Work:

- Flexible working as required, averaging 12 hours per week during term time and 5 hours per week during school holidays

Disclosure Requirements:

- PVG membership for Vulnerable Adults and Children is an essential requirement of this post