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**STIRLINGSHIRE AND MIDLAND COUNTIES TABLE TENNIS ASSOCIATION**

**Post Title:** Table Tennis Development Officer *(Part Time)*

**Location:** Various club and community venues across the Forth Valley area, travel required

**Reports to:** Committee Chairman

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| **Purpose of Job**  To increase Table Tennis participation for all ages and abilities in both existing and new community venues across Stirling, Falkirk and Clackmannanshire. |
| **Main Duties**   * **Establish new club sessions in community venues throughout the Forth Valley area, providing additional capacity for juniors, seniors and over 50s. Targeting at least 8 additional community venues by the end of Year 4.** * Work closely with the community trusts that manage these venues to identify opportunities to expand provision and promote sessions * Recruit and train a minimum of 3 additional coaches each year and continually develop a growing team of other volunteers to support community club sessions throughout the region * Increase the number of daytime/O50s sessions being held across the region to at least 14 by the end of Year 4 * Work with new community clubs to enable them to become constituted organisations, affiliated to Table Tennis Scotland and with their own network of volunteers/coaches by the end of Year 4. * **Increase the number of Junior coaching sessions in the region to at least 10 per week by the end of Year 4 and help to create local pathways from Active Schools to community clubs** * Support the setting up of breakfast/lunchtime/after school clubs in schools to be run by teachers or senior pupils, providing training where required * Work with schools and key partners to increase participation in table tennis across Forth Valley schools * Closely monitor participation levels and transition rates from Active Schools to community clubs as venues/sessions are established |
| **Responsibility for Employees**  • None |
| **Relevant Qualifications**  • 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 |