



Dryburgh Athletic Community Club

Football Development Officer

Contract: Fixed Term – Initial 2 Years

Salary: £26,000 – £28,500

Hours: 39 hours per week

About the Club

Dryburgh Athletic Community Club is a charitable organisation regulated by OSCR. The charity delivers football activity to its members and wider community, supporting local needs through sport-based programmes.

Role Purpose

The Football Development Officer will deliver development work aligned with the charity's Football Development Plan, focusing on high quality coaching, strengthening school partnerships, and supporting wider community participation in football.

Key Responsibilities

- Work closely with volunteers and partners to deliver school, club and community coaching programmes.
- Carry out administrative duties and session planning to ensure efficient programme delivery.
- Develop innovative football programmes to engage new participants.
- Plan and deliver football sessions in local schools, increasing opportunities for pupils.
- Strengthen links between schools and Dryburgh Athletic CC to create participation pathways from children to adults.
- Deliver recreational football coaching to children, young people and adults.
- Monitor and evaluate projects - reporting to funders, partners and Dryburgh Athletic CC Board of Trustees (regular board reports)
 - Secure funding through grant applications and develop sustainable financial plans to ensure the long-term viability of community initiatives.

- Support volunteer coaches to enhance qualifications, skills and confidence.
- Plan and deliver holiday programmes and in-service day activities.
- Provide support to wider club programmes as required.
- Operational support for Club facility - New Beechwood Park (as requested by the board).

Person Specification

Attributes	Essential	Desirable	Assessment Method
Health & Physical	Must be physically fit to carry out duties at all times Must be able to deliver football programmes		References from current/ previous employers
Experience	Experience in leading football sessions for children, young people and adults Experience of planning and delivering high quality football sessions Experience of delivering in a school or club environment	Experience in coaching adults Knowledge of football structures in Dundee and surrounding area	Application form References Interview
Skills	Good organisational and communication skills Must be IT literate Self motivated and able to work alone in the third sector		Interview References Application Form

	Enthusiastic and energetic Able to engage with, motivate and inspire participants to play football		
Education & Qualifications	Working towards a UEFA Licence Full UK Driving Licence First Aid Qualification Child wellbeing Certificate	HND or Higher in Sports Related Field Scottish FA Level 1	Obtain copies of all paperwork
Interpersonal & Social Qualities	Good communicator Friendly outgoing personality Flexible working hours which may include some evenings and weekends	Postive approach to overcoming barriers	Interview
Additional	Right to work in the UK Be a member of the PVG Scheme		Application Verification

Key Dates

Closing Date: Sunday 30th August, 2026

Interview Dates: TBC

Please complete the link below to apply for this role.

[Dryburgh Athletic CC Football Development Officer Application – Fill out form](#)

If you would like to discuss this role further please also contact info@dryburghacc.co.uk and one of our trustees will arrange a call.