

### Stepping Out & Be Active Physical Activity Officer

<b>Title:</b>	<b>Stepping Out &amp; Be Active</b> Physical Activity Officer
<b>Responsible to:</b>	FVDS Chairperson / FVDS Coordinator
<b>Location:</b>	Hybrid (Clackmannanshire, Falkirk, Stirling sessions) and 1:1 location with FVDS Coordinator
<b>Role:</b>	Part-time (18 hours – includes evening and weekend work)
<b>Term:</b>	Initial 12-month contract with a view to extension to 36 months
<b>Initial Salary:</b>	£12.60 per hour (£11,793.60 per annum) + pension contribution

Forth Valley Disability Sport (FVDS) is a charity where the main aim is to lead in the development of sport and physical activity for people with physical, sensory and learning disability in partnership with key local agencies in the three local authority areas of Stirling, Falkirk and Clackmannanshire. FVDS is a member branch of Scottish Disability Sport (SDS) who are the governing body of sport for athletes and players with a physical, sensory or learning disability.

We are recruiting for an exceptional individual who will join us as Physical Activity Officer, assisting us to deliver the strategic vision for the charity. This will involve working closely with the FVDS Coordinator to coordinate the delivery and evaluation of projects designed to improve physical engagement levels of young people and adults with a disability across Forth Valley. This is a two-part funded role with key performance indicators:

**Stepping Out** – Increasing opportunities for physical activity for young people ages 8-24. A large part of this programme is focused on transition from school and continuing to support and offer opportunities to be active (10 hours per week funded by The National Lottery Community Fund – Young Start)

**Be Active** – Increasing opportunities for physical activity for adults ages 16+ (8.0 hours per week)

If you have proven experience in the coordination and delivery of physical activity initiatives in an inclusive environment, are highly motivated to increase engagement and participation, and want to change people's lives; then we'd love to hear from you.

Your priorities will include:

- Coordinating and promoting existing physical activity sessions and identifying new opportunities
- Leading face-to-face physical activities
- Coordination of volunteers
- Supporting events and other activities organised by FVDS and partner organisations
- Work with partner organisations to develop relationships and grow opportunities
- Other duties, as required, to support the FVDS Coordinator

#### Personal Profile

You will be passionate, enthusiastic and have a drive to improve the lives of others through physical activity. You will understand the barriers faced by young people and adults with a disability looking to be more physically active and be sensitive to the challenges they face.

### **Skills and Personal Qualities**

- A natural communicator who can work with a variety of target audiences
- Can adapt quickly to the needs of individuals
- Exceptional organisational, planning and administrative skills
- Proficient in using various social media platforms
- Ability to lead, influence, enthuse and motivate others

### **Experience and Qualifications**

#### Essential

- Excellent communication skills, adaptability, approachability and the ability to engage with people
- A relevant coaching qualification with experience in the following areas:
  - Working with young people and adults with disabilities
  - The creation and delivery of physical activity and sport specific programmes
- Working with volunteers
- Understanding of child and vulnerable adult protection issues
- Experience in using Microsoft 365 and its associated office products
- As this role involves travel across Forth Valley transporting equipment, access to own transport and appropriate insurance is required

#### Desirable

- First Aid Qualification
- Cycling Ride Leader Qualification

In line with our commitment to safeguarding, the successful candidate will be required to join the PVG scheme prior to confirmation of employment.

For more information, or to have an informal chat before applying, please contact:

*Nicola Moriarty*

**Forth Valley Disability Sport Coordinator**

Email [coordinator@fvds.org.uk](mailto:coordinator@fvds.org.uk)

Tel 07484 010 633

Core working days Tue-Thu

### **Applications**

Please send an up-to-date CV and cover letter outlining why you are perfect for the role to:

*Forbes Maginnis*

**Chairperson**

**Forth Valley Disability Sport**

[chairperson@fvds.org.uk](mailto:chairperson@fvds.org.uk)

Closing date is Friday 6<sup>th</sup> December 2024