



## **BOWLS SCOTLAND – PERFORMANCE CO-ORDINATOR**

**SALARY:** £12,750

**TERM:** Part time 1yr fixed term annual rolling contract

**LOCATION:** National Centre for Bowling, Northfield, Ayr (Bowls Scotland operates a flexible working policy, therefore a combination of home and office working can be considered for this role).

We're on the hunt for a dedicated person to join our Performance team as Performance Co-Ordinator on a part time contracted basis. The individual will be someone who would thrive in an exciting and fast paced environment, responsible for providing planning and administrative support for the Bowls Scotland's High Performance team, supporting effective budget management and delivery of performance programme.

As a main point of contact for the programme working closely with players, coaches and volunteers' exceptional people and communication skills are a must for this role. We are looking for someone who is well organised and has the ability to adapt and problem solve to ensure the culture, values and professional behaviours expected by Bowls Scotland in a performance environment are upheld.

We are committed to promoting a diverse and inclusive workplace where we can embrace and value individuality. We are committed to employment practices that promote diversity and inclusion and encourage all applications regardless of age, disability, gender reassignment, sex, marriage and civil partnership status, pregnancy and maternity status, race, religion or belief.

To apply, please send your CV, covering letter and equal opportunities monitoring form to [kareenacuthbert@bowlsscotland.com](mailto:kareenacuthbert@bowlsscotland.com) marked Private and Confidential: Performance Co-Ordinator

For an informal discussion or further information please contact Kareena Cuthbert, Head of High Performance, on 07355 672080

**Closing Date for Applications: 12 noon, Tuesday 3<sup>rd</sup> December 2024**

**Face to Face interviews: Tuesday 10<sup>th</sup> December 2024**