



## Highland RFC (SCIO)

### Specific roles and responsibilities for;

#### Director of Community Rugby (Trustee)

*The Director of Community Rugby shall be responsible for overseeing the implementation of an effective community programme. This programme should be as far reaching as possible with an emphasis on schools rugby, inclusion and reaching out to traditionally hard to reach communities. The focus is the growth of the game in the Inverness and surrounding area.*

#### Main Responsibilities;

- Regular liaison with the Director of Rugby (DoR)
- Develop and manage the relationship with player welfare providers ensuring best value solutions
- Development Officer recruitment, retention and personal development
- Development Officer contracts, payroll and management
- Development Officer key performance indicators and supervision (with DoR)
- Development Officer yearly work plan (with DoR) including Schools of Rugby, Festivals, Camps.
- Contribute to the development of key stakeholder relationships to include, Scottish Rugby, Highland Council, Highlife Highland, The George Barrie Foundation, University of Highlands & Islands
- SRU (Caledonia North) Liaison, funding and KPI management, Growth and Participation applications, monitoring, funding and invoicing.
- Highland Council Common Good Fund applications and schools liaison where appropriate
- Community briefings and Club Sponsor meetings
- Reports to Trustees meetings.

#### How to apply.

Please send your note of interest and/or nomination to the AGM, specifying the vacancy of interest along with details of experience if appropriate and covering letter to [secretary@highlandrugbyclub.com](mailto:secretary@highlandrugbyclub.com) by 3 July 2023.

Please contact Roy Dinnes at [president@highlandrugbyclub.com](mailto:president@highlandrugbyclub.com) if you would like to discuss your nomination and the trustee role in any further detail.