

Scottish Elite and Development Squad (SEDS) Co-ordinator

Role Outline

Do you have a passion for Orienteering and want to see high quality training delivered for young adult athletes who are currently at TD 5 standard?

We are looking for someone who can act as the coordinator for the Scottish Elite and Development Squad (SEDS). The role of SEDS is to encourage the retention and development of young adults (20 to 39 years) within the sport by providing training in a sociable environment.

This is an **outcome-orientated** role, focused squarely on delivering high quality training over at least 6 weekends a year and the organisation of Scottish Team attendance at SHIs. We would welcome any innovative ideas for delivery of the training.

The role will involve

- obtaining permissions/access, risk assessments, accommodation, travel, staffing/recruitment, planning training, delivering training (hanging, coaching)
- Working with the SHI selectors to organise the Scottish team attendance at the SHIs with the support of the SOA admin team for communications and finance.

Alongside this role we have additional funding for TD3/4 young adult coaching which we would like to integrate into the SEDS delivery. There is an opportunity for this to be undertaken by the successful candidate but equally we will organise the delivery of this training at SEDS weekends if necessary.

Reporting to: Scottish Orienteering Performance Director / Chief Operating Officer

Remittance/ Working hours: We have a budget of £5,000 to cover time input of the SEDS coordinator with delivery costs such as travel covered separately.

SEDS Coordinator : Person Specification

The Scottish Orienteering Association is looking for an enthusiastic person who meets the following criteria:

Essential criteria:

- Highly motivated and able to work both in collaboration and independently;
- Have a friendly, responsive and professional attitude towards SOA members and members of the public and agencies enquiring about orienteering in Scotland;
- Have a full current driving licence and appropriate insurance;
- Have good IT skills, working knowledge of video conferencing packages and some experience in contributing to online material;
- Have working knowledge of the sport of orienteering;
- Be able to work flexible hours;
- Good communication, team work and networking skills;

Desirable criteria:

- Hold a relevant sports development qualification;
- Have relevant coaching qualifications in the sport of orienteering;
- Experience in Condes and planning software
- Have good project management skills
- Experience of partnership working

If you are interested in applying please send an expression of your interest and your CV to [nikki@scottish- orienteering.org](mailto:nikki@scottish-orienteering.org) by 15th January 2026.