



# **Rugby League Development Officer**

## **Job Description**

<b>Location:</b>	Sheffield Eagles Offices	<b>Salary:</b>	£28,000 - £30,000 PA
<b>Hours:</b>	37.5hrs per week (Evening & Weekends required)	<b>Employment Type:</b>	Permanant

### **Job Purpose**

This role will be employed by the Eagles Foundation, working in close partnership with other city partners. The role will be to strengthen and sustain Rugby League across Sheffield and surrounding areas by acting as the key link between community clubs, schools, and performance environments. The role will focus on supporting and aligning club delivery across male and female pathways, ensuring that community clubs are at the centre of player development systems. A key responsibility will be to work with clubs to develop and extend the existing female U16s pathway into a sustainable U19s offer, alongside supporting the delivery and alignment of a male player pathway.

Working in partnership with community clubs, schools, and the Sheffield Eagles, the role will ensure stronger connectivity, improved retention, and clearer progression routes for players alongside rugby league delivery in secondary schools and existing foundation programmes.

### **Duties and Responsibilities**

#### **Specific Duties and Responsibilities**

1. Act as the primary club liaison between community Rugby League clubs and development/performance structures, building and maintaining strong working relationships.
2. Support alignment of male and female player pathways across schools, clubs, and performance environments, ensuring clear and consistent progression routes.
3. Work with clubs to develop a future U19 female Rugby League programme, building on existing U16s provision and establishing a sustainable progression stage that improves retention and transition of players.
4. Support the development of male player pathways across junior and youth age groups, improving progression and reducing player drop-off.
5. Assist clubs with long-term sustainability, including recruitment, retention, volunteer development, coaching capacity, and club structure.
6. Work with schools, SSP networks, and clubs to strengthen school-to-club transition routes and increase sustained participation in community Rugby League and pathways.



7. Support clubs in identifying, tracking, and developing talented players, ensuring appropriate progression into performance and talent pathways.
8. Maintain effective relationships with key stakeholders including community clubs, schools, local authorities, regional Rugby League structures, and the Sheffield Eagles.
9. Align all pathway, club development, and participation work with wider Rugby Football League (RFL) strategic priorities, ensuring local delivery contributes to national growth, participation, and performance objectives.
10. Identify opportunities and assist with funding bids and pitches to commercial partners to make the role financially sustainable in the future. Manage any funding secured and maintain records to accurately reconcile funding.
11. Work with the Sheffield Eagles to incorporate programme participants into match days, giving playing and non-playing opportunities to players and volunteers to provide opportunities for development and learning.
12. To undertake training to deliver Mental health fitness sessions to school and community groups and any other necessary CPD and training when required to ensure you are up to date with all requirements.

### **General Duties And Responsibilities**

The Eagles Foundation is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Successful candidates will be required to complete an enhanced Disclosure and Barred Service Check.

To undertake all duties and responsibilities in line with current Eagles Foundation policies and procedures, including, but not limited to those relating to health and safety; equality, diversity and inclusion; safeguarding; and financial control.

To undertake any other duties as directed by the line manager that are appropriate to the post holder's experience and responsibilities, including supporting and delivering Eagles Foundation projects and initiatives where required, and consistent with the overall purpose of the job description



## Person Specification

Requirements Of The Role	Essential (E) / Desirable (D)	Assessment Method
<b>Knowledge and Experience</b>		
Experience of Sport Development and Rugby League	E	A / I
Experience in planning and implementing Rugby League pathways	D	A/I
Experience of delivering coaching sessions in a range of sports, especially Rugby League	E	A / I
Coaching/working experience with children and adults	E	A / I
Experience of developing and sustaining local partnership initiatives with a range of organisations including private, public, voluntary and faith sector	D	A / I
Experience of presenting information to a range of audiences	E	I
Knowledge of working with budgets and purchasing	D	I
<b>Skills &amp; Abilities</b>		
Ability and commitment to work irregular hours including evenings and weekends to meet the needs of our customers and partners	E	A
Good ability using ICT technology (MS Word, Excel, Outlook)	E	A
Ability to present written reports in clear, concise and understandable form to a wide range of audiences	D	A / I
Excellent communication skills, including interpersonal skills as well as the ability to engage with a range of customers and at times deal with challenging behaviour	E	I
Ability to work to specific deadlines and on own initiatives	E	I
<b>Qualifications</b>		
Level 2 Rugby League Coaching qualification	E	A
Degree in Sports Development or equivalent experience	D	A
First aid certificate (or willingness to achieve)	E	A / I
Child protection certificate required on commencement or to be completed on Induction	E	A / I
Driving license and access to a vehicle or ability to travel throughout the city easily	E	A / I

Key: A = Application. I = Interview.