

## Scottish Cycling

### Job Description and Person Specification

<b>JOB TITLE:</b>	<b>Mountain Bike Coach</b>
<b>CONTRACT TYPE:</b>	Full time, Permanent
<b>SALARY:</b>	£30,000 - £36,000 (dependent on experience)
<b>OFFICE BASE:</b>	Sir Chris Hoy Velodrome, Glasgow
<b>REPORTS TO:</b>	Head of Performance and Coaching (HoP&C)

#### JOB PURPOSE

- To support the design, implementation and delivery of Scottish Cycling MTB XCO pathway programmes supporting youth rider and coach development supporting transition of riders to Great Britain Cycling Team Olympic pathway.
- Positively impact the quality and quantity of riders progressing through Scottish Cycling's (SC) performance development pathway.
- Lead the planning and delivery of high-level support for Scottish Cycling riders, effectively optimising the achievement of performance outcomes.

#### KEY RESPONSIBILITIES

##### Programme Delivery

- Plan and deliver Scottish Cycling's RACE National Programme.
- Plan and deliver programmes of support, training and competition, for identified RACE National Programme riders.
- Plan and support the delivery of training camps and racing opportunities for RACE National Programme riders both nationally and internationally.
- Support the planning and implementation of an appropriate curriculum for youth stages of the pathway in collaboration with stakeholders.
- Proactively identify and support clubs and club coaches to support the delivery of pathway activity.
- Plan and deliver programmes of support, training and competition, for Scottish Cycling Performance Development Programme (SC PDP) riders in conjunction with specialise support staff.
- Plan and support the delivery of training camps and racing opportunities for SC PDP riders both nationally and internationally.
- Support effective operations of the SC Performance department by contributing to:
  - Programme meetings.
  - Programme selection process.
- Work in partnership to ensure rider wellbeing and Child Protection and Welfare is central to SC programme delivery.

##### Performance Development

- Contribute to the implementation of a culture of continuous improvement by supporting the ongoing development of Scottish Cycling's understanding of what it takes to win and what it takes to develop winning performance.

- To support HoP&C design and manage the implementation of pathway initiatives for the SC pathway including removal of barriers to pathway participation, talent identification, rider and coach development.

### **Communication**

- Work closely with SC staff and cycling community, Great Britain Cycling Team (GBCT) and British Cycling's Talent Team, to ensure a shared understanding and development of performance.
- Develop and maintain excellent relationships with GBCT staff to ensure an up to date understanding of key development areas, objectives and benchmarks for BC programme selection.
- Develop and maintain excellent relationships with Scottish riders within GBCT World Class programme to support their ongoing development.

### **Monitoring and Reporting**

- Assist the Head of Performance and Coaching in developing and maintaining effective systems and procedures to monitor and evaluate performance against targets and outcomes in the area of Performance.

### **Diversity and Inclusion**

- Support the development of the organisation's plan that identifies actions to comply with the Equality Standard for Sport framework, helping Scottish Cycling develop key actions to tackle inequalities in their organisation and membership and develop an ethos that puts diversity and inclusion at its heart.

### **Professional Development**

The postholder will be required to agree a programme of professional development with the head of Performance and Coaching to deliver business priorities and keep practices current.

### **Details of the Post**

The post will be based at the Sir Chris Hoy Velodrome in Glasgow; however, a flexible approach will be required to manage the demands of the job both in terms of home based working and travel to ensure presence where riders train. Reasonable travel, accommodation and administrative expenses incurred in carrying out this position are reimbursed in line with the Scottish Cycling's Travel and Subsistence policy.

The Employer's holiday year runs from 1st January to 31st December inclusive. Your entitlement, based on a full-time position, is 34 working days paid holiday plus one day leave on your birthday, this includes statutory leave entitlement. Seven days of leave must be used when the office is closed over Christmas.

The post is full time 37.5 hours per week. There will be an expectation to work flexibly to meet the needs of the post and the organisation. The nature of the post is that meetings and events happen at weekends and evenings and the postholder will be required to attend commitments out with normal Monday to Friday working hours.

The above job description will be subject to annual review to ensure that it continues to reflect the needs of the Scottish Cycling Strategic Plan and Annual Business Plan priorities.

## MTB XC Coach - Person Specification

FACTORS	ESSENTIAL	DESIRABLE
<b>Qualifications / Training</b>	<ul style="list-style-type: none"> <li>British Cycling Level 3 Coaching Qualification in MTB (or equivalent). As British Cycling Level 3 Coaching qualifications have been on hold, evidence of progression towards a Level 3 qualification will be considered.</li> </ul>	<ul style="list-style-type: none"> <li>A degree in Sports Coaching, Science or equivalent.</li> </ul>
<b>Knowledge &amp; Experience</b>	<ul style="list-style-type: none"> <li>Exceptional understanding of tactical and technical requirements of Mountain Bike XCO Racing</li> <li>Robust understanding of performance sport and what it takes to win</li> <li>Up to date knowledge of all MTB racing disciplines</li> <li>High level of knowledge, understanding and experience of performance planning</li> <li>Proven ability to lead and develop a group of riders</li> <li>Experience of working in a high-performance environment</li> </ul>	<ul style="list-style-type: none"> <li>Experience of leading and coaching a team of riders in Mountain Bike XCO racing environment</li> <li>Experience and understanding of working with pathway athletes, focused on performance development</li> <li>Experience of coaching at major cycling championships and / or international competitions</li> </ul>
<b>Skills</b>	<ul style="list-style-type: none"> <li>Excellent communication and interpersonal skills.</li> <li>Ability to communicate with people at all levels.</li> <li>Excellent planning skills with the ability to structure own workload effectively, taking account of changing and competing priorities</li> <li>Ability to work as part of a team including working closely with and assisting coaches working in the other disciplines of the sport</li> <li>Attention to detail.</li> <li>Ability to work under pressure.</li> <li>Ability to work closely with service providers to ensure the highest possible level of knowledge and input is applied to riders training and performance plans</li> </ul>	<ul style="list-style-type: none"> <li>Proficient with the use of Microsoft office products and IT applications</li> </ul>
<b>Other Qualities</b>	<ul style="list-style-type: none"> <li>Ability and willingness to work irregular hours, weekend work and spend periods of time working away from home</li> <li>Two day outdoor first aid qualification</li> <li>Must hold a current, full driving licence (which permits the holder to drive in the UK)</li> <li>Desire &amp; commitment to continually develop as a performance coach.</li> <li>Enthusiasm, commitment and creativity</li> </ul>	

Updated Feb 2026