

Disability Inclusion Officer

Contract type: Full time (37.5 hours per week), fixed term for 2yrs
Salary: circa £28,765
Location: Flexible / home-based with travel across Scotland
Reporting To: Club Development Manager
Closing Date: 12/06/26
Interviews: Interviews are expected to take place on 23/06/26

Scottish Cycling is the National Governing Body for cycle sport in Scotland and the country's largest cycling membership organisation. We're here to represent the voice of cycling and inspire more people across Scotland to enjoy riding and reach their potential.

We're looking for a Disability Inclusion Officer to help bring that mission to life. This role is jointly funded through our Tour de France Social Impact programme and Limitless, a British Cycling initiative that supports clubs to create more inclusive opportunities for disabled people.

This is a varied, community focused role where you'll be out and about working with clubs, supporting them to develop and deliver welcoming, accessible sessions and events. A big part of the role is helping to break down barriers to participation and helping more people feel confident and included in cycling.

You'll also contribute to wider participation and social impact work linked to the Tour de France programme, focusing on engaging disabled people.

We're looking for someone who enjoys working with people, is open to new ideas, and feels comfortable challenging how things are done when it helps make cycling more inclusive.

What you'll be doing

- Working with clubs, facilities, and partners to deliver inclusive activities and events
- Supporting the development of clear accessible participation and development pathways for disabled people
- Building partnerships with disability organisations and community groups
- Sharing stories that highlight disability cycling and inspire more people to get involved
- Gathering insight and feedback to help shape future activity

Who we're looking for

We're looking for someone who is passionate about inclusion and motivated to make a difference in communities. You will be a strong communicator who is confident questioning how things are done and enjoy working with people and building relationships.

You'll be comfortable working independently, managing your own time and travelling across Scotland, while also being part of a supportive and collaborative team.

At the heart of our recruitment is finding the right person. You don't need specific qualifications, we care more about your values, your approach, and your ability to connect with people.

Why join Scottish Cycling?

We want work to feel positive, flexible and supportive, where you can do your best work and still have a good balance. We value teamwork but also trust you to work in your own way and bring your own ideas.

What you can expect:

- Flexible hybrid or home working
- 34 days annual leave and an extra day off for your birthday
- British Cycling Premium Membership
- Personal Accident Cover
- Cycle to Work scheme
- Personal development support and training opportunities
- A friendly, supportive team culture
- Most importantly, you'll be part of a team working to make cycling more inclusive and accessible for everyone.

Recruitment process

Scottish Cycling is committed to selecting staff solely based on their ability to do the job for which they are being recruited and welcomes application from all sections of the community.

An [application form](#) can be obtained from our website www.scottishcycling.org.uk. The closing date is 12/06/26 and completed applications should be emailed to recruitment@scottishcycling.org.uk. If you need any adjustments to the recruitment process, at either the application or interview stage please contact us.

For an informal discussion, please contact Ruth Wright, Club Development Manager:
ruth.wright@scottishcycling.org.uk

Person Specification

What you'll bring

- Experience working with disabled people or other underrepresented groups
- Experience delivering coaching, activities, or community based sessions in sport or community settings
- Willingness to develop inclusive cycling and coaching skills (coaching qualification desirable but not essential)
- Experience working in community sport, voluntary, or third sector environments
- Experience working with partners, community groups, or stakeholders

Personal approach

- Passionate about inclusion and increasing opportunities for disabled people
- Positive, enthusiastic, and self motivated
- Comfortable working independently and taking initiative
- Willing to challenge barriers and improve access to cycling
- Collaborative and people focused approach

Skills and ways of working

- Ability to engage a wide range of people and build trusted relationships
- Enjoy supporting and encouraging others, including volunteers and partners
- Good organisational skills and ability to manage your own workload
- Confident working independently and solving problems creatively
- Strong written communication skills
- Good understanding of engaging people through social media platforms

Other requirements

- Flexible approach to working hours, including evenings and weekends
- Willingness to travel across Scotland
- Driving licence
- The post holder must have the right to work in the UK
- As the post involves working with children and protected adults, the post holder will be required to undergo a PVG check and complete a CWPS course.