

# Disability Inclusion Officer

## Recruitment Pack



# The Job | The ideal candidate



We're looking for a passionate and proactive individual to lead our work in making basketball more inclusive and accessible for people with disabilities across Scotland. This role will focus on breaking down barriers to participation: supporting the growth of wheelchair basketball; engaging directly with people with disabilities and their families; and, helping shape environments where everyone can belong and thrive.

You'll be someone who's not afraid to challenge the status quo, especially when it comes to creating equity and inclusion. You'll take responsibility for driving change, work closely with others to co-design better solutions, and always look for ways to improve, with a particular focus on people with physical, learning and sensory disabilities. Most of all, you'll believe in the power of sport to bring people together, working with courage, compassion and purpose to help make that a reality.



# The Job: Specifications



**Job Title:** Disability Inclusion Officer

**Salary:** £24,000 - £26,000

**Location:** Flexible, but with the expectation to be in Head Office (Corstorphine, Edinburgh) on a Thursday

**Reports to:** Social Impact Lead

**Hours:** We are open to Full-time or part-time. Core hours are 10:00 – 15:00 with flexibility regarding when you complete the rest of your hours, subject to line manager agreement

\* salary dependent on previous experience



# The Job: Key Responsibilities



## Drive Inclusive Participation Across Basketball

- Design, deliver and support programmes that increase opportunities for people with physical, learning and sensory disabilities to participate in basketball at all levels.
- Build strong relationships with clubs, schools, and community partners to expand accessible pathways into the sport.
- Develop the capacity of clubs to deliver basketball to those with additional support needs.



# The Job: Key Responsibilities



## Support and Grow Wheelchair Basketball in Scotland, from Participation to Performance

- Build strong relationships with existing wheelchair basketball clubs to identify their development needs, and provide targeted support to help them grow, retain members, and operate sustainably.
- Lead on the planning and delivery of a clear competition and development structure that supports player, coach and official progression in the wheelchair game, from first involvement to high performance teams.
- Identify opportunities to establish new wheelchair basketball activity and partnerships in areas of unmet demand.



# The Job: Key Responsibilities



## Represent, Listen and Learn from People with Disabilities

- Proactively engage with people with disabilities, their families, and representative organisations to gather insight and feedback, and use this to co-design and implement inclusive programmes and solutions.
- Champion the voices of people with disabilities in decision-making processes and continually seek feedback to improve impact.





# Reasons to work for basketballscotland



We firmly believe in the importance of a healthy, positive and enjoyable working environment. Whilst we value the time together to connect as a team, we encourage individual expression.

Some of the benefits of working with basketballscotland:

- Flexible working hours and practice
- Annual Personalised Wellbeing Allowance
- 29 days Annual Leave (plus 6 bank holidays)
- Office closed over Christmas
- Kit allowance
- Internal Coaching Programme
- Personal Development budget and time
- Volunteer Days
- Cycle to Work, Tech and Electric Car Scheme
- Encouraged to spend 30 minutes of your working day outdoors
- Access to mindfulness app



# About You: Personal Qualities

## Essential

- **Courageous and Compassionate:** Willing to challenge inequality, speak up for what's right, and advocate for others — with empathy, humility and purpose.
- **Growth Mindset:** Always seeking to learn, improve and adapt. Open to feedback and driven to make a meaningful difference, not just maintain the status quo.
- **Accountable and Reliable:** Takes responsibility for their work, follows through on commitments, and approaches tasks with integrity and professionalism.
- **Collaborative and Community-Focused:** A team player who builds strong relationships, listens deeply to others (especially those with lived experience), and values collective success.
- **Inclusive by Nature:** Genuinely believes in, and champions, diversity, equity and inclusion in how they show up every day.

## Desirable

- Lived experience of disability, or direct experience supporting disabled people.
- Experience working in sport, physical activity or community development settings.





# About You: Qualifications and Experience

## Essential

- There are no specific formal qualifications required for this role — we're more interested in who you are, how you work, and your ability to make a positive impact.
- Experience working or volunteering in inclusion, disability sport, education, or community development is desired.

## Desirable

- Relevant qualifications in areas such as sport development, community work, education, inclusion or equality may be beneficial.



# About You: Knowledge, Skills and Abilities

## Essential

- **Strong interpersonal skills** — able to build trust and work collaboratively with a wide range of people, including people with disabilities, volunteers, partners and staff.
- **Clear and confident communicator** — able to adapt style and language to different audiences, both in writing and face-to-face.
- **Programme or project delivery experience** — able to plan, coordinate and evaluate initiatives from idea to impact.
- **Ability to listen, learn and respond** — open to feedback and driven to understand the lived experiences of people with disabilities.
- **Organised and reliable** — able to manage multiple priorities, meet deadlines and maintain attention to detail.
- **Basic digital skills** — comfortable using tools like email, video calls and shared documents



# About You: Knowledge, Skills and Abilities

## Desirable

- Knowledge of wheelchair basketball and its development pathways in the UK
- Understanding of funding streams and the ability to support funding bids
- Familiarity with inclusive communication methods (e.g. Easy Read, BSL awareness)
- Experience in co-production or designing programmes with community input.



# How to Apply

Applicants should email an up to date CV and covering letter demonstrating their suitability for the role to [hr@basketball.scot](mailto:hr@basketball.scot). We accept most forms of media – written, audio or video.

Applications should be received by **Monday 25th August at 12:00**.

Applicants will be notified within one week of closing if they are required for interview..

As part of the application process, please complete our anonymous [Equity Form](#)

For further information or to ask any questions, please email [hr@basketball.scot](mailto:hr@basketball.scot)

