



Equality, Diversity and Wellbeing Officer

About PFA Scotland

“PFA Scotland, as the independent trade union for professional footballers, is the collective voice for players in Scotland. As an organisation our aim is to protect and promote the interests of our members.

Job Title:	Equality, Diversity & Wellbeing Officer
Reports to:	Chief Executive
Salary:	Competitive Salary and Contributory pension scheme
Annual Leave:	25 days plus Public Holidays
Hours:	Full time

Job Purpose

An exciting new role has been created for a growing organisation.

Equality, Diversity & Wellbeing is something we are passionate about at PFA Scotland and need someone who can take the lead to support our members whilst developing our offerings in these areas.

You will promote good relations and practices towards different minority groups and will work with members who have experienced discrimination. You will also work with members to promote positive wellbeing and work with our partner organisations to offer support in this area when required.

As Equality, Diversity and Wellbeing officer you will be the first point of contact for members. You will develop the Union's offerings in these areas and work with the wider team to promote and deliver. You will ensure that the appropriate support services are in place for members and will identify and address gaps in the service the Union provides.

You will be a self-starter and problem solver and will be expected to work with internal and external stakeholders so excellent communication and interpersonal skills are required for this role

You will have access to highly confidential information and must work within the guidelines of the Data Protection Act and GDPR. This role may also require you to work with members aged 16 years + therefore you may have to have a current PVG.

You will on occasion be required to work evenings and weekends to attend club visits or deliver training / information sessions.

The ideal applicant will:

- Have a relevant degree and/or previous work experience in one or more of these areas

- Be capable of putting together research and compiling up to date databases
- Have a real understanding of the Equalities Act 2010 and how that is put into practice
- Have solid knowledge, experience and real passion for Equality, Diversity and Wellbeing
- Have a knowledge and understanding of the current campaigns against discrimination in football
- Be a confident, skilled and tactful communicator
- IT Skills (Microsoft packages)
- Experience in building relationships (external & Internal)
- Have ability to build trust with our members, union colleagues, governing bodies and external partners
- Be self-Motivated
- Have a current clean driving licence

We asked our team what they liked about working for PFA Scotland, here's some of their answers

- Great Working environment with fun colleagues
- Opportunities for training and personal development
- Valued team member
- Feel Appreciated
- Free Parking
- Rewarding job
- Team lunches

If this sounds like an environment you would like to work in please submit current C.V. with covering letter explaining why you think you are suitable for this role.

Closing Date: Monday 21 February 2022

Interview Date: Friday 4 March 2022

Interview Method: Can be either online or Face to Face depending on your preference

We are an equal opportunities employer and welcome applications from suitably qualified and eligible candidates.