

SAA Job Description

Head of Operations

Responsible for the promotion and running of competitions in Scotland

- To attend Executive meetings as and when they are called either on Skype or in person at a venue designated (normally Perth/Dundee area)
- Have an overview of all tournaments within Scotland.
- Attend courses provided by partners or 3rd parties
- Liaise with competition organisers to ensure that future competition dates in Scotland do not conflict with major Scottish and UK competitions and the SAA and AGB AGM's
- To liaise with Performance and Coaching Directors to identify suitable dates for future squad events for both juniors and seniors.
- Ensure that all Scottish Championships, including field, longbow/Barebow, clout and disabled, are run to a high and agreed standard and that accounts for SAA competitions are submitted to the Finance Director/Administrator.
- Work with organisers of other competitions to agree a uniform minimum standard of tournament equipment and entry form.
- To authorise all World or British Record Status and F.I.T.A. Star or Rose Awards applied for by SAA affiliated clubs.
- To consider and approve applications to hold Scottish Record Status and Thistle shoots
- Ensure that competitions are promoted via the SAA and AGB websites
- Offer advice to clubs wishing to run new competitions