

SHOOTING & COMPETITIONS MANAGER

Organisation: National Small-bore Rifle Association

Salary: Upon Application

Location: Bisley, Surrey

Type of contract: Permanent Full Time

JOB DESCRIPTION

The National Small-bore Rifle Association invites applications for the role of Shooting and Competitions Manager.

The successful candidate will have full responsibility from the outset but will have the benefit of the outgoing Manager providing advice and assistance where needed for a short term. This is to ensure a smooth transition and to fast track the successful applicant's knowledge of some specific tasks, as outlined in the job description, that will be a key part of the role. A major part of the role is to organise the Association's National and Postal competitions.

Reporting to the Chief Executive of the National Small-bore Rifle Association, the post holder will be responsible for:

- Organising and administering the shooting competitions programme of the NSRA including attending all National Competition Meetings each year.
- Advising on, and implementing the decisions of the Technical Committees.
- Undertake day to day responsibilities relating to a wide range of internal and external matters.

Knowledge of target shooting is essential for the candidate. Training on in-house computer systems will be provided. The role would suit an energetic and enthusiastic person willing to learn.

A full job description and person specification is available from the National Small-bore Rifle Association by emailing dfuller@nsra.co.uk or ringing 01483 485512

HOW TO APPLY

Send a CV and covering letter to Mrs Dee Fuller, Personnel Manager, National Small-bore Rifle Association, Lord Roberts Centre, Bisley Camp, Brookwood, Surrey, GU24 0NP or by e-mail to dfuller@nsra.co.uk

Closing date: 21st March 2011

Interview dates: April 2011