



JOB DESCRIPTION

JOB TITLE: School Sports Coach (Casual)
DEPARTMENT: CITC
REPORTS TO: School Sports Coordinator
LOCATION: City @ Home
DATE: March 2017

Job purpose

City in The Community Foundation are looking for community coaches to assist with the delivery of the School Sports Programme. Due to variable demands in sessions, coaches will be engaged on a casual basis.

Applicants must possess a passion for sport and have experience of working within a school environment delivering towards the national curriculum. They should also have the desire to develop their own skills and knowledge in a high performance working environment.

The role will consist of planning and delivering practical sports sessions in both a school and community environment. As well as delivering outstanding sessions, the successful applicant will also be expected to maintain and develop excellent relationships with schools and with the wider CITC team.

This is a fantastic opportunity for a candidate looking to progress their sports coaching career and to gain valuable experience working within a Premier League Community Foundation.

Key responsibilities

- To plan and deliver sports coaching in a variety of community settings.
- To attend any internal/external training provided by CITC.
- To assist with the general administration, monitoring and evaluation of projects.

General responsibilities

- Compliance with Club policies
- Compliance with the Club's health and safety procedures
- To undertake such other duties as may be reasonably expected
- To maintain professional conduct at all times

Key relationships

City in the Community Staff

- School Sport Manager
 - School Sport Officer
 - Local Schools
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Scope of job

The community coach will not have to manage a budget or supervise any staff members. The community coach will be encouraged to learn on the job and become familiar with CITC processes and projects as well as becoming part of a team. The community coach should aim to develop their skills as much as possible attending any internal or external training that is provided.

Person Specification

Job Title: Community Schools Coach

Department/Location: CITC

Knowledge
<p><u>Essential</u> The successful candidate must have knowledge of delivering inclusive and age appropriate coaching sessions in a variety of sports. They should also have experience of planning outstanding lessons and how to differentiate sessions.</p> <p><u>Desirable</u> The successful candidate should have previous experience of delivering teacher CPD and pupil assessment.</p>
Technical/work-based skills
<p><u>Essential</u> The successful candidate must have a minimum of a Level 2 NGB Coaching Qualification. They must be competent in the use of I.T and Email and hold a driving license.</p> <p><u>Desirable</u> It would be desirable if the candidate held coaching qualifications in a number of different sports.</p>
General skills and attributes
<p><u>Essential</u> Due to the nature of work successful candidates must demonstrate the following behaviours.</p> <p>Successful candidates will need to show good communication skills including a variety of delivery styles as they will be expected to deliver in a variety of settings.</p> <p>Candidates should be adaptable as they will have to work with a variety of ages and abilities when delivering sessions. Sessions will therefore need to be adapted to meet the needs of the group.</p> <p>Candidates should have good organisation skills as they will be expected to manage their own schedule and pre-plan sessions.</p> <p>Candidates will need to demonstrate the ability to work individually, with fellow CITC colleagues and other department within the club.</p> <p><u>Desirable</u> It would be desirable if the successful candidate had good presentation skills as sometimes they will be expected to deliver classroom sessions in primary schools.</p> <p>Analytical skills would be desirable for reporting on projects and completing the monitoring and evaluation of sessions.</p>
Experience
<p><u>Essential</u> The successful candidate will have experience of working with children and young people or various groups within the community. Experience of delivering in a school setting and working towards the national curriculum.</p>

Desirable

It would be desirable if the successful candidate had previous experience of coaching in a variety of sports.

Qualifications

Essential

Candidates will need to have gained a minimum of a Level 2 Coaching Qualification.

Desirable

It would be desirable if the successful candidate had attained a sports related qualification in more than one sport or the AfPE Level 3.