JOB DESCRIPTION

Sports Coach

Unit: Active Northumberland

Section:Sports Development

Post Title: Sports Coach

Salary Scale: Negotiable based on qualifications & experience

Responsible to: Senior Development Manager

Functional Links: Internal: Sports Development Team, Seasonal Sports and Leisure Activity Coaches, Leisure Centre Managers

External: Community venues, School PE Teachers, School Sports Partnership, Sports Clubs, Community Groups, Health Development workers, Northumberland Sport, Northumberland County Council

Purpose of the Job: To organise and deliver fit for purpose sport, dance and/or leisure related activities

Duties and Responsibilities:

* + - 1. To support the development and delivery of inclusive sustainable activity programmes across South East Northumberland.
      2. To plan and deliver fit for purpose activity sessions in school and community settings.
      3. To produce regular monitoring and evaluation reports on progress.

* + - 1. Promote and publicise the range of activities available through the community programme.
      2. To be aware and comply with all relevant health and safety regulations, particularly safeguarding of participants and risk assessments.
      3. Other duties and responsibilities in this job description are not restrictive and the post holder may be required to undertake any other duties, which may be required from time to time.

## PERSON SPECIFICATION

###### Sports Coach

# Qualifications and Training

|  |  |  |
| --- | --- | --- |
|  | Essential | Desirable |
| A dance/sports related qualification | E |  |
| Contemporary delivery qualifications (a minimum of Level 2 in sport, fitness, dance or physical activity) | E |  |
| First aid qualification |  | D |

# Experience and Understanding

|  |  |  |
| --- | --- | --- |
|  | Essential | Desirable |
| Experience of delivering activity sessions to a range of target groups in a variety settings | E |  |
| Flexible and creative approach to developing and delivering sessions. | E |  |
| Ability to work alongside a variety of dance, sport and health professionals | E |  |
| Understand the health and safety principles related to community activity provision | E |  |
| Understand protection and welfare principles, policies and procedures | E |  |

# Key Skills

|  |  |  |
| --- | --- | --- |
|  | Essential | Desirable |
| Strong communication, interpersonal, planning and organisational skills | E |  |
| Ability to work unsupervised | E |  |
| Ability to support volunteers |  | D |

# Special Aptitudes

|  |  |  |
| --- | --- | --- |
|  | Essential | Desirable |
| Valid driving licence and regular access to means of transport | E |  |
| Flexible working week, available evening and weekends | E |  |
| A willingness to learn and commitment to continuous development | E |  |
| Commitment to and ability to promote equality of opportunity | E |  |