



Head Sports Coach Job Description

Title of Role: Head Sports Coach

Responsible to: Lead Sports Coach

Salary: £11.54 - £12.77 per hour

JOB PURPOSE

To be a head coach or support quality sports provisions across Sports Connect Community CIC and Sports Development programmes. You will be placed within specific projects as detailed below as well as provide general support across the four cornerstones of Sports Connect.

KEY ACCOUNTABILITIES

- Your primary accountability is to head up the coaching sessions working within a team of coaches delivering sessions and support community sport sessions across targeted regions throughout Kent and the South-East. Depending on qualifications and experiences this may include working across the business cornerstones including:
 - Head coach/coaching and supporting sports enrichment programmes
 - Head coach/coaching and supporting community sports activities
 - Head coach/coaching and supporting at schools
 - Head coach/coaching and supporting children in custody
- Organising coaching activities at venues including coordinating assistant coaches at the venues.
- Having a good understanding of safeguarding policies and procedures
- Taking payments on sites and co-ordinating these with head office.
- You will also be expected to attend events that will help to develop the profile of Sports Connect within Kent and South-East.
- Regularly attend Sports Connect Team Meetings as requested by The Directors or Senior Lead Team.
- Follow all session delivery processes.
- Adhere to the company policies and processes
- Abide by the coaches code of conduct
- Undertake internal and external continuing professional development
- Any other duties requested by The Directors and Head of Community and Sports Development, or Senior Lead Team.

| Area | Essential | Desirable |
|---|--|--|
| Education, qualifications, training and work experience. | <ul style="list-style-type: none"> ● NGB Level 2 Sports Coaching Qualification (or working towards) ● Enhanced DBS ● Up to date safeguarding ● First Aid qualification | <ul style="list-style-type: none"> ● Two years' experience of community sports coaching ● Multi sports qualification ● Teaching, Learning and Assessment experience. |
| Knowledge, skills and experience. | <ul style="list-style-type: none"> ● Experience of organising sports based community projects ● Knowledge of sport and its impact on developing core skills to enhance people's lives | <ul style="list-style-type: none"> ● Experience working with community-based programmes. ● Experience working with multi sports partnerships ● Experience of working with a coaching team. |
| Project Delivery | <ul style="list-style-type: none"> ● Experience of utilising a range of resources to monitor and evaluate participants and their performance | <ul style="list-style-type: none"> ● Experience assessing risk and writing risk assessments. |
| Communication, Evaluation, Monitoring & Reporting | <ul style="list-style-type: none"> ● Effective communication skills (written, verbal, email/letter/report). | <ul style="list-style-type: none"> ● Understanding of social media and marketing through social media. ● Experience of report writing skills. ● Strong administrative skills ● IT Skills and knowledge of Microsoft office applications. |
| Other | <ul style="list-style-type: none"> ● Ability to work on your own initiative. ● Ability to build strong relationships and network with external partners and stakeholders. ● Ability to work unsocial hours ● Willingness to develop new skills and take on new challenges. ● Full driving licence and access to own transport | <ul style="list-style-type: none"> ● A passion for using sport to help develop people and improve their lives. |