IPSWICH
BOROUGH COUNCIL

Ipswich Borough Council
Job Description: **A01**

Coach

Main Purpose Of Job

To instruct a coached activity as part of the Sports Development programme.

Main Duties

1. To arrive in time to set up any equipment needed to run and start the class on time.

2. To instruct a class as detailed by the Sports Development Unit and provide clear instructions and offer guidance and encouragement to all participants.

3. To instruct the class with due regard to health and safety considerations, and be aware of the centre's emergency evacuation procedures.

4. To attend training sessions as required by the Sports Development Unit.

5. To report any faulty equipment to the Sport Development Officer and advise on new equipment needed as necessary for successful class development.

6. To keep all coaching qualifications in date as required by the sports national governing body.

Such variations as may be required from time to time without changing the general character of the duties shown above or the level of responsibility entailed.

Ipswich Borough Council
Person Specification

ATTRIBUTES	ESSENTIAL	DESIRABLE	METHOD OF ASSESMENT
Qualifications	National Governing Body Level 2 coaching award in the relevant sport. Attended/committed to attend a relevant First Aid course.	 First Aid certificate.	Application Interview Application
Work related experience	Experience of coaching the sport to young people including planning and preparation of the sessions. Attended/committed to attend the Sports Coach UK courses: 'Safeguarding and Protecting Children', 'Equity in Your Coaching', and 'How to Coach Disabled People In Sport'.		Application/Interview Application/Interview
Specialist knowledge	A good understanding of Health and Safety and Child Protection issues and procedures and how they relate to the relevant sport .	 Knowledge of sports specific initiatives e.g. skills awards. Knowledge of 'exit routes' in the relevant sport. Understanding of 'Sports Coach UK Code of Conduct for	Interview Interview Interview Interview

		Coaches'. Understanding of 'Suffolk Sport Equity Statement and Policy'.	 Interview
Personal skills	**<u>Ability to organise & prioritise workload and achieve objectives.</u>** Deal with other people in a respectful and positive manner at all times. Ability to work under own initiative. Self motivated.		Interview Interview Interview Interview
Special working conditions	Flexible approach to working hours. Subject to satisfactory Enhanced Criminal Record Bureau check.	Current driving licence.	Interview Application Post Interview