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| **Job title** | Football Coach | | **Reports to** | Football Development Officer | |
| **Location** | Robin Park Leisure Centre | | | | |
| **Department** | Community Trust | | | | |
| **Job purpose** | | | | | |
| Responsible for the delivery of high quality coaching to deliver the Trust’s football activities. This would include evening football development centres, girls specific sessions, weekend coaching and holiday courses for young people between the ages of 3-14 years of age. | | | | | |
| **Key responsibilities and duties** | | | | | |
| * Deliver and support high quality football coaching across a range of projects. * Build and maintain effective working relationships with participants and partners. * Collect the required monitoring and consent information. * Ensure all activities are correctly monitored with the appropriate risk assessments and health and safety procedures put in place. | | | | | |
| **Health and Safety** | | | | | |
| * Fully endorse and comply with the group’s health and safety policy. * Comply with all group policies and statutory regulations relating to health and safety, safe working practices, hygiene, cleanliness, fire and COSHH. * Have a full knowledge of procedures for evacuation with regard to fire. * Identify and report maintenance requirements or hazards within the workplace and encourage any workforce to do the same to avoid injury. * Liaise with the Health and Safety Manager to ensure events are managed in accordance with the policy. | | | | | |
| **Safeguarding** | | | | | |
| * Fully endorse and comply with all aspects of the group’s safeguarding policy. * Report any misconduct or suspected misconduct to the Head of Safeguarding. * Liaise with the safeguarding team to ensure events are managed in accordance with the policy. | | | | | |
| **General** | | | | | |
| * Cooperate fully with colleagues and be flexible when assisting them in response to business needs of the group. * Ensure a positive commitment towards equality and diversity by treating others fairly and not committing any form of direct or indirect discrimination, victimisation or harassment of any description and to promote positive working relations amongst employees and customers. * Ensure working practices are compliant with relevant policies and legislation specifically general data protection regulations (GDPR) * The above job description is not intended to be exhaustive; the duties and responsibilities may therefore vary over time according to the changing needs of the group. | | | | | |
| **DBS check required** | | | Enhanced with barred list | | |
| **Person Specification** | | | | | |
|  | | **Essential requirements** | | | **Desirable requirements** |
| **Qualifications** | | * FA Level 2 Coaching Qualification * First Aid Qualification | | | * FA Coaching Disabled Footballers Award * FA Level 3 Coaching Qualification |
| **Experience** | | * Experience of delivering football coaching to a range of people of all abilities and ages | | | * Experience of building and maintaining effective relationships with partners |
| **Knowledge, skills and qualities** | | * Excellent communication skills both written and verbal * Ability to organise and prioritise work to meet deadlines * Ability to travel to different sites to deliver sessions * Sound understanding of equality and diversity and its application in the role of a coach * Awareness of safeguarding issues when working with children and young people * Self-motivated with the ability to prioritise own work * Ability to work well in own and as part of a team * Confident and articulate * Ability to perform under pressure and respond calmly to competing demands | | | * Knowledge of issues affecting young people in the Wigan Community |

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| I confirm that I have read and agreed to this job description outlining the main duties of my job role. |
| **Job holder name:**  **Signed: Date:** |