**Job Title: Assistant Coach**

**Location: Variable location**

**Hours: Variable**

**Salary: This work will be on a self employed basis**

**Responsible to: Lead Coach**

**Responsible for: Participants, Course provision.**

**Job Purpose:**

**To co-ordinate and deliver high-quality parkour coaching for service users as part of the Free Your Instinct programme**

**Main Duties and Responsibilities**

* To deliver coaching sessions that are participant-centred, structured, progressive, fun and of a high quality
* To assist the lead coach in undertaking the necessary planning for each session, ensuring the programme demonstrates progression throughout, and is appropriate to the individual participants and group as a whole.
* To ensure completion of participant PEHQ and questionnaires and timely return to the head coach
* To continually monitor and evaluate all sessions, activities and programmes
* To adapt sessions to cater for different ranges of ability and development age
* To assist with the collection of administrative tasks associated with the post, including planning sessions, risk assessments, taking registers, consent forms, participant questionnaires, etc
* To liaise with the lead coach on timetables for sessions
* Monitor individuals within the group and address their needs
* To be a positive role model at all times
* To respect the participants mental and physical health and abilities and their wellbeing at all times
* To assist with risk assessment of ensure all equipment environments and participants associated with the coaching programme prior to sessions, and to report and record incidents/accidents/hazards
* To take responsibility for their own continuous professional development and attend relevant training courses to improve their coaching delivery
* To be familiar and comply with Free Your Instinct health and safety regulations, safeguarding, and other relevant policies
* To adhere to the sports coach UK Code of Practice for Sports Coaches
* To respect the rights of all participants and ensure that their wellbeing and safety are considered at all times
* To work in a flexible way and undertake any other duties not specifically covered in the job description, when assigned by their line manager
* Ability to travel and from the venue with appropriate equipment
* This post involves working with vulnerable adults and, if successful, we will seek character and professional references. You will also be subject to an enhanced DBS, or asked to provide proof of existing DBS check. In addition you will be required to undertake safeguarding training and specialised training in physical activity and mental health
* This post may involve some evening and weekend work

These are the key tasks as currently defined. It is expected that this job description will be regularly reviewed and may be amended from time to time, and by mutual agreement, to meet changing circumstances.

**Post: Assistant Coaches**

The successful candidate will demonstrate that they can meet the following specifications:

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|  | **Essential** | **Desirable** | **Method of Assessment** |
| **Qualifications and training** | * Appropriate governing body of sport qualification. Minimum Level 1 Parkour coaching qualification.

First-aid qualification | * ‘Equity in Your Coaching’ (sports coach UK workshop)
* ‘How to Coach Disabled People in Sport’ (sports coach UK workshop)
* Recognised safeguarding and protecting children qualification (eg sports coach UK workshop)
* Coaching and mental health qualification
 | Application /interview |
| **Experience**  | * Experience of coaching in mixed ability groups
 | * Experience of mentoring, supporting and encouraging coaches and teachers
* Experience of coaching in a club environment
* Experience of completing administration tasks relating to coaching (registers, consent forms, evaluating sessions)
* Experience of school-club links
* Experience of working with vulnerable adults or with children
* Experience of working with people with mental health diagnoses
 | Application /interview |
|  | **Essential** | **Desirable** | **Method of Assessment** |
| **Skills and knowledge** | * Good communication and interpersonal skills
* Excellent planning and organisational skills
* Ability to monitor and evaluate your own coaching sessions in order to continually improve
* Ability to inspire, motivate and encourage young people through sport
 | * Knowledge of key local partners such as clubs, schools etc
* Awareness of the current performance standards and techniques of the sports you deliver
* Knowledge of mental health
 | Application/interview |
| **Personal attributes** | * Self-motivation and ability to work under own initiative
* A commitment to continuous professional development (CPD)
* A commitment to the delivery of inclusive coaching sessions
* Ability to be a positive role model passion and understanding for the Charity’s mental health objectives
 |  | Application/interview |
| **Other** | * Willingness to work flexible hours
* Access to effective means of transport
* Willingness to undertake an enhanced CRB disclosure, safeguarding and mental health specific training
 |  | Application/interview. |