**JOB DESCRIPTION**

**Post:** College Sports Coach

**Responsible To:** College Services Manager-Folkestone College

**Salary:** £18,777 FTE

**Summary of Post:**

To link Folkestone College with the local community sporting opportunities to widen the sporting offer for students; raising participation in sport and encouraging sustained involvement of young people in sport, particularly those in the 16-18 age group.

To liaise with senior managers in the College to gather intelligence to understand the sports needs of the College and to take a strategic approach to sport.

# Specific Duties:

1. To actively partake in quality assurance within the section.
2. To drive up weekly student sports participation offering inclusive activities for the college learners.
3. To access and co-ordinated the implementation of National Governing Bodies (NGAs – e.g. Amateur Swimming Association) offers for FE students
4. To Be the key point of entry into the College for local community sports partners and putting them in touch with key College staff where appropriate
5. To Build and sustain effective partnerships with NCBs, the local county sports partnerships and other community sports providers
6. To Access programme opportunities available through Sport England’s Strategy, such as Sportivate, Sport Makers and Satellite Clubs
7. To Provide additional and regular sports opportunities within the college for all students, i.e. sport clubs and sports activities
8. To Connect to existing opportunities already available in the local area and signpost students to these
9. To Facilitate coaching and/or delivery of sports sessions and activities to groups of learners on and off campus in a range of sports.
10. To Share good practice with other College Sports coaches locally and nationally
11. To Gather relevant information to understand the sports needs of the College’s students and measure the impact of activities/programmes
12. To Work closely with the College student experience and enrichment officer to promote sporting activities to all leaners.
13. To Work closely with local schools to understand what interventions work for students progressing into College
14. To Update social media e.g. Facebook and Twitter on a regular basis promoting the colleges sporting activities.
15. To transport learners to sporting events using the College Minibus
16. To be the First aid ‘appointed person’ while at sporting events with learners

# General Duties and Responsibilities:

1. To participate in the Staff Appraisal Scheme and to undertake training based on individual and service needs.
2. To take a lead in creating or to promote a positive, inclusive ethos that challenges discrimination and promotes equality and diversity.
3. To comply with College policies and guidelines in respect to health & safety
4. To demonstrate positive personal and professional behaviour as specified College Code of Conduct.
5. To undertake continual CPD to support the College culture of continuous improvement.
6. To partake in Performance Standards scheme and quality assurance systems.
7. To meet minimum relevant occupational standards.
8. To keep up to date with the skills required to fulfil the role.
9. To undertake any other duties commensurate with grade as may be reasonably requested by College management.
10. You will be responsible for protecting staff and learners from all preventable harm as per College Safeguarding procedures.

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|  | **EMPLOYEE SPECIFICATION** | **Application** | **Interview** | **Shortlisting Weighting** |
| Skills |
| 1. | Knowledge of project management would be an advantage | ✓ | ✓ | 4 |
| 2. | Excellent interpersonal skills with the ability to work on own initiative and to motivate and inspire students. | ✓ | ✓ | 4 |
| 3. | The ability to work as part of a team or on own initiative to improve the quality of provision for all students | ✓ | ✓ | 4 |
| 4. | Excellent oral and written communication skills, including the ability to present a theme effectively, and in an inspirational way. | ✓ | ✓ | 4 |
| 5. | A good knowledge of the key themes and importance of Equality &Diversity | ✓ | ✓ | 4 |
| 6. | Actively contribute to the College’s Safeguarding practice, procedures, culture and ethos | ✓ | ✓ | 6 |
| 7. | Good administrative, time management and organisational skills with the ability to work under pressure and to tight deadlines | ✓ | ✓ | 4 |
| 8. | The ability to gather relevant information to understand the sports needs of the College’s student and measure the impact of activities/programmes | ✓ | ✓ | 4 |
| 9. | Have the ability or experience in accessing funding streams for sustainable sport and activities | ✓ | ✓ | 4 |
| Experience |
| 1. | A proven ability to deliver high quality, innovative enrichment sporting opportunities to young people i.e. sport clubs and sports activities | ✓ | ✓ | 4 |
| 2. | Evidence of providing high quality effective support to learners, including monitoring and tracking of students ensuring individual progression and achievement against stretching targets. | ✓ | ✓ | 4 |
| 3. | Hold a relevant coaching qualification at L2 or above and have coaching experience of one year or more | ✓ | ✓ | 4 |
| 4. | A proven track record of building and sustaining effective partnerships with NCBs, the local county sports partnerships and other community sports providers | ✓ | ✓ | 4 |
| 5. | An understanding of the PREVENT agenda within FE  | ✓ | ✓ | 4 |
|  |  |  |  | 4 |
| Education |
| 1. | Maths Level 2 (e.g. equivalent to GCSE grade C or above) | ✓ |  | 4 |
| 2. | English Level 2 (e.g. equivalent to GCSE grade C or above) | ✓ |  | 4 |
| 3. | A relevant professional qualification at degree level or above | ✓ |  | 4 |
| 4. | Hold a relevant coaching qualification at L2 or above and have coaching experience of one year or more | ✓ |  | 4 |
| 5. | A teaching qualification, i.e. CTTLS/DTTLS, PGCE or Certificate in Education would be desirable but not essential | ✓ |  | 4 |
| 6. | To hold a valid ‘First Aid at work’ certificate or the willingness to work towards | ✓ |  | 4 |
| 7. | To hold a minibus driving licence or the willingness to work towards | ✓ |  | 4 |

**Advice to candidates**

**This post is subject to an enhanced disclosure from the Disclosure and Barring Service.**

In completing your application please draw attention to the extent to which you meet each of the essential characteristics for the post as this will assist with the shortlisting process.

Failure to meet all of the essential criteria would not necessarily preclude your application. Consideration will be given to experience and life skills. Continual Professional Development will be supported and encouraged.