



COMMUNITY COACH

DEPARTMENT: SCHOOLS & COACHING

REPORTS TO: SCHOOLS & COACHING MANAGER

LOCATION: 14 PRIDE POINT DRIVE, PRIDE PARK, DERBY, DE24 8BX

JOB SUMMARY AND MAIN PURPOSE

The role of the Community Coach is to plan, deliver and promote high quality sessions as part of our schools' programmes, Holiday Courses, Weekend Club and Talent Identification Programme, predominantly coaching children aged 4-11.

KEY RESPONSIBILITIES

- Planning, delivery and monitoring of high-quality sport programmes and school-based sessions
- Ensuring that all groups within the local community are represented within the activity programme
- Keep up-to-date and accurate records, including registers
- To create and maintain links with schools' representatives and other stakeholders
- Mentoring and supporting volunteers and work experience students according to the criteria set within their role
- To be a positive role model to stakeholders, colleagues, children and young people by maintaining the high standards of coaching, positive attitude and appropriate language
- Continuously work to maintain, embed and improve the Trust's safeguarding provision, ensuring the highest standards for safeguarding children and vulnerable adults

GENERAL RESPONSIBILITIES

- Ensuring continuous compliance with the requirements of relevant Health & Safety and Data Protection legislation. It is the duty of every staff member to take reasonable care of their own and other people's health, safety, and welfare, and to report to DCCT any situation which poses a serious or imminent threat to the well-being of themselves or of any other person.
- It is essential that there is a consistent and effective approach to the process of identification and management of risks across the Trust. The escalation of risk within an organisation is a key mechanism for ensuring that risk is managed at the appropriate level by the appropriate individuals. All staff have a duty to ensure compliance with the Trust's Risk Management policies and procedures.
- Demonstrating the impact of DCCT programmes is a key performance indicator for the Trust. Capturing, recording, and analysing data is essential in supporting this. All staff are required to ensure they play their role where applicable.

GENERAL RESPONSIBILITIES CONTINUED

- The assurance of quality is fundamental for all work undertaken by DCCT and should be implemented by all staff in their work. To that effect DCCT shall: Regularly monitor and measure the quality of its work methods, outputs and outcomes with a view to ensuring high quality standards, best value and continuous improvement.
- To uphold the Trust's Equal Opportunities policies & practices, positively promoting equality of opportunity.

PERSON SPECIFICATION

ESSENTIAL

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| • FA UEFA C (Level 2) Coaching Football or working towards | or supporting the delivery of, the PE National Curriculum |
| • FA Safeguarding Children | • Experience working within a sport specific environment |
| • FA Emergency First Aid | • Mentoring individuals to help improve performance |
| • Full UK Driving License (and access to vehicle) | • Excellent time management and organisational skills |
| • Experience delivering high quality sessions to children aged between 4 and 11 years | • Committed to delivering consistently high standards |
| • Experience working in an educational environment | • Good knowledge of age-appropriate coaching |
| • Experience working with children and adults from under-represented groups | • A flexible approach and prepared to work unsociable hours |
| • Working knowledge and experience delivering, | |
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DESIRABLE

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| • FUNDamentals and Multi Skills Training | • Experience or knowledge of the Premier League Primary Stars programme |
| • Other NGB Coaching qualifications | • Experience developing new initiatives and/or programmes |
| • AfPE Level 3 / 5 | • Experience working in a Community Trust setting |
| • Educated to degree level, or equivalent | |
| • Working knowledge of Derby County Community Trust | |
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This post will be subject to an enhanced DBS check and the requirement for the postholder to hold business use insurance on their personal vehicle.

The role will involve travel between delivery sites and therefore a full UK driving licence with access to vehicle is required. The role will involve weekend work on a Saturday morning.

VALUES

Our values underpin everything we deliver as a charity. The postholder is responsible for role modelling these values and is accountable for their own attitude and behaviour.

We are:

- **Caring** in our approach
- **Collaborative** in our partnerships
- Creating **meaningful** experiences
- Effectively fulfilling **potential**
- Taking **pride** of our work
- **Valued** by our community

EQUALITY, DIVERSITY & INCLUSION

Derby County Community Trust believe our workforce should be as diverse as the communities we serve. We are committed to encouraging equality, diversity & inclusion throughout our workforce, and eliminating unlawful discrimination.

SAFEGUARDING

Derby County Community Trust have a responsibility to promote the welfare of all children, young people, and adults at risk to keep them safe and is committed to working in a way that protects them. The Trust expects all staff and volunteers to share this commitment.



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