

<b>Role Title:</b> Senior Community Coach	<b>Salary:</b> £15,000-£18,000
<b>Hours:</b> Full-Time Employee (Min 37.5 hours per week)	<b>Reports to:</b> Line Manager
<p><b>Other Details:</b></p> <ul style="list-style-type: none"> <li>• Full UK Driving Licence and access to a suitable vehicle required (office based at the Ricoh Arena Stadium with the position requiring some travel across Coventry and Warwickshire)</li> <li>• This role will include evening and weekend work.</li> <li>• Subject to an enhanced DBS check</li> </ul>	
<p><b>Role Purpose:</b></p> <p>The post holder is responsible for leading on the delivery of a range of activities offered by Sky Blues in the Community across four core themes (Sport, Health, Inclusion and Education). The Senior Coach will work across designated projects and activities ensuring that they are delivered to the highest standards (such as Primary PE &amp; School Sport, Premier League and other Community Focused Projects). The main purpose of this role is to be at the forefront of community engagement, representing Sky Blues in the Community and Coventry City Football Club in a professional manner whilst providing unique opportunities and an excellent experience for all beneficiaries.</p>	
<p><b>About Sky Blues in the Community (SBitC):</b></p> <p>Based at the Ricoh Arena Stadium, we the official charity arm of Coventry City Football Club. This puts us in a unique position to address local priorities and national issues using the branding of the football club to impact positively in our community. We see it as our responsibility to utilise our position for the benefit of the community across Coventry &amp; Warwickshire and have a positive impact in our local area.</p> <p>With that in mind, the vision for the organisation is <i>'Change lives in our local community'</i></p> <p>This vision is supported by our organisational mission statement, which is <i>'Use the reach and appeal of Coventry City Football Club to make a difference to the lives of people across Coventry and Warwickshire'</i></p> <p>We are actively looking to contribute to local, regional and national priorities, using Coventry City Football Club to positively impact on a range of agendas such as physical activity, health and wellbeing, community safety, community cohesion, employment and skills.</p> <p>To focus and influence the work of Sky Blues in the Community in achieving our mission and supporting tackling local priorities, our work is categorised under four core themes, each with their own headline goal:</p> <ul style="list-style-type: none"> <li>• <b>Sport</b> – Engage people of all ages and abilities in sport and physical activity</li> <li>• <b>Health</b> – Promote healthy behaviours, empowering people to take control of their own health and well-being</li> <li>• <b>Education</b> – Inspire learning and personal development to raise aspirations, attainment and achievement</li> <li>• <b>Inclusion</b> – Provide opportunities for people and communities that face common barriers</li> </ul>	



## **Roles and Responsibilities:**

### **General:**

- Work closely with relevant Managers/Coordinators/Officers to provide a coherent approach to activity delivery.
- Plan, deliver, monitor and measure SBitC's activities.
- Carry out all necessary administrative and financial duties - monitoring and maintaining accurate records.
- Work in line with SBitC's aims and objectives as a charity.
- Support the design and development and implementation SBitC's activities.
- Develop and maintain knowledge relevant to the role - particularly in relation to guidelines, policies and practices of appropriate sporting and non-sporting bodies (e.g. The FA, Public Health England, Department for Education, etc).
- Maintain qualifications relevant to the post.

### **Delivery:**

- Lead on the day-to-day delivery of a portfolio of SBitC's activities.
- Prepare for and deliver high-quality activities (sessions, lessons, etc).
- Work with Managers/Coordinators/Officers to support design and development of activities.
- Work as a team, effectively supervising, mentoring and directing colleagues (coaches and volunteers) where appropriate.
- Develop and maintain effective working relationships with relevant stakeholders (partners and customers).

### **Communication:**

- Contribute to the marketing and communication of SBitCs activities.
- Raise awareness of activities through attending local community events and Coventry City Football Club matchdays.
- Utilise social media to promote activities and communicate with the local community.

### **Other:**

- Represent SBitC and Coventry City Football Club in a professional manner at all times.
- Carry out duties in line with SBitC policies & procedures (with a commitment to Safeguarding).
- Conduct self in line with the SBitC organisational values.
- Be committed to continuous professional development relevant to the post.
- Undertake other duties from time to time to commensurate with the grade of post.

**PLEASE NOTE: Roles and responsibilities may change in line with organisational requirements.**

Person Specification				
Qualities		Essential	Desirable	Measure
<b>Skills and Qualifications</b>	Degree in relevant subject (e.g. Sport)		✓	Application
	FA Level 2 in Coaching Football (or above)	✓		Application
	More than one Sport or Fitness Qualification		✓	Application
	Level 3 NVQ Diploma in Supporting the Delivery of Physical Education and School Sport (QCF)		✓	Application
	Up-to-date Safeguarding and First Aid Qualifications	✓		Application
	Member of the FA Licensed Coaches Club	✓		Application
	Strong interpersonal skills for communicating with a range of people and partners	✓		Application & Interview
	Excellent planning, organisational & time-management skills	✓		Application & Interview
	Competent IT skills (including Microsoft Office)	✓		Application & Interview
	Ability to work under own initiative and meet timescales	✓		Interview
<b>Knowledge and Experience</b>	Relevant knowledge of sport and community development (particularly in the football industry).	✓		Application & Interview
	Knowledge of the Primary School Curriculum		✓	Interview
	Experience of working within a Primary School environment	✓		Application & Interview
	Experience of working within a Community focussed setting	✓		Application & Interview
	Comprehensive understanding of the importance of providing a high-quality experience for customers	✓		Application & Interview
	Adequate and relevant experience of organising and leading sport and physical activity sessions	✓		Application & Interview
	Experience of writing, developing and delivering educational lessons, workshops and/or session plans.		✓	Interview
	Understanding of safeguarding, health and safety and equality principles, policies and procedures		✓	Interview
	Experience of data collection for monitoring and evaluation purposes.	✓		Application & Interview
Experience of working within a budget, following financial processes (such as cash handling)		✓	Interview	
<b>Other</b>	Full UK Driving Licence & access to a suitable vehicle for work	✓		Application & Interview
	Positive attitude to work & dedication to making a difference	✓		Interview