

PETERBOROUGH UNITED FOUNDATION

Job Title: School Sports Coach	Reports to: School Sports Manager
Type of Position: Part-Time	Hours: Flexible around your current commitments
Job Purpose To work to help with delivery of the Community strategy for Peterborough United Foundation to ensure that all aspects and key themes are delivered to a high standard. Namely delivering regular sessions in school time, after-school clubs or evening sessions.	

Job Overview <ul style="list-style-type: none"> • The job holder will be responsible for delivering the key themes at the venues instructed. • The job holder will be responsible for ensuring the continued delivery of the key themes. • In addition to good management, organisational and administrative skills will be required to work closely and successfully with line manager and our senior management team. • Be accountable for the standard of professionalism. • Be accountable for monitoring and evaluation tasks. • All employees must ensure thorough understanding of the Safeguarding Handbook and all of the policies and procedures within it.
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Key Skills and Experience Required: ESSENTIAL	Key Skills and Experience Required: DESIRABLE
Level 1 FA coaching certificate or another NGB qualification	FA Youth Modules 1, 2 and 3
FA Coaching License	FA Level 2 or UEFA C Qualification
Understanding and knowledge of the EFL Trust	UEFA 'B' coaching certificate.
Experience of building relationships with key partners and knowledge of funding streams.	Other NGB Coaching certificates
Experience of coaching within a school/club environment	Level 3 Supporting the Delivery of PE and School Sport
To hold a current Safeguarding and protecting children certificate and Emergency First Aid Certificate	BFAS First Aid Qualification
Experience or knowledge of sports/youth development.	Knowledge and understanding of the FA and Football League rules relating to Community Development.
Experience of working within a strategic environment.	
Good communication and interpersonal skills.	
Organisational and administrative skills.	

<p>Ability to work within a team effectively and efficiently.</p> <p>Experience of delivering sports sessions to a wide range of clients, including adults, children aged between 2 and 18 and people with disabilities.</p> <p>Deal with enquiries in an effective and courteous manner.</p>	
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<p><u>Key Responsibilities</u></p> <p>The main responsibility of the role is to lead in the delivery of high-quality sports sessions to mainly primary school age children from age 4 to 11 .</p> <p>To ensure that the key themes are delivered to a high standard in accordance with the rules and regulations required within the industry.</p> <p>To support the Foundation in the development of the Community strategy.</p> <p>Take part in all available CPD opportunities to gain further knowledge and increase the high standards of delivery.</p>	<p><u>Major Objectives</u></p> <p>Activate and maintain relationships with primary schools and up sell additional sessions and programmes.</p> <p>To develop a network of key partners to support the programme with similar strategies to develop specific projects.</p> <p>To continue to gain knowledge of the running of the department.</p> <p>To develop internal relations with all departments at the football club to support the whole club philosophy.</p>
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<p><u>Person Specification: ESSENTIAL</u></p> <p>Good communication skills.</p> <p>Hold a full clean driving license and have access to a vehicle to enable service delivery at different venues.</p> <p>Excellent IT skills including experience of utilising word, excel and outlook email.</p> <p>Development focussed.</p> <p>High professional standards.</p> <p>Good timekeeper with excellent organisational skills</p> <p>Team player.</p> <p>Ability to deal with a diverse range of issues and people.</p> <p>Honesty.</p> <p>Flexibility.</p>	<p><u>Person Specification: DESIRABLE</u></p> <p>No job is unachievable.</p> <p>Be a strong problem solver.</p> <p>A positive and pro-active attitude.</p> <p>Smart appearance.</p> <p>Be a lifelong student of the game.</p>
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Signed: (Employee) Dated:

Name: (please print in ink)

Signed: (on behalf of PUF) Dated:

Name: (please print in ink)