



## **Job Description**

**Job Title:** Sports coach (Football) (Key Stage 3, 4 and 5).

**Reports to:** Lead Phase Coach, Head of Football, Director of Sport Health and Fitness, and ultimately the Headmaster

### **Working Time:**

The hours will be 15 hours a week. The post holder will be taking a squad during their games afternoon session/fixture and training after school on a different day. It is expected that the post holder will inherit an A team as part of our football programme.

Monday 13.00 – 17.30

Tuesday 15.50 – 17.30

Wednesday 13.00 – 17.30

Saturday: 9.00 – 11.30

### **Purpose of Job:**

To ensure the delivery of high-quality football coaching sessions

To build and improve on the school's outstanding reputation for Football at Royal Russell school.

Support the schools sports programme during the summer term.

### **Football coach roles and responsibilities:**

- To coach and/or officiate two school teams in each of the school terms each Saturday as per the school fixture list.
- To liaise with Lead Phase Coach to ensure all squads are fielded for midweek and weekend fixtures.
- To be the weekly point of contact, communicating with parents for the age group teams that you are responsible for.
- To select the age group team that you are responsible for and notify everyone.
- To liaise with academies regarding availability to ensure we field the strongest team in Cup/League fixtures.
- To be proactive in scholarships to help show pupil/parents around the School for tours and call, to showcase the football program.
- To publish team sheet details and other important information onto the School Sports website each week.
- To write a match report and enter the result of each match that you take onto the school sports website (SOCS) and ensure all fixtures are updated.
- To liaise with the Head of Football at the conclusion of the fixture about team performances and what should be coached during the upcoming weeks training sessions.
- To provide guidance on new rule changes and methods of coaching and to disseminate the information to all sports staff as appropriate.
- To be responsible for the medication, contact details and first aid of pupils within your team each Saturday and midweek fixtures.
- To help with the general running of the department on a Saturday morning.

- To contact parents where necessary regarding pupil performances and behaviour and track on isams.
- Understands the training schedule for each year group within the development phase, ensuring it is appropriately staffed and monitored (registrations taken, and quality levels marked)
- Works alongside the Head of S and C to enable a progressive physical programme for your designated teams.
- Use video technology to lead match analyses with the teams you are taking.
- Attend weekly team meetings to ensure teams are proactively organised and prepared well in advance of any fixtures.
- Attends Open Day and Scholarship Day to promote Football to pupils, potential pupils and parents.
- Ability to deliver Cricket throughout the summer.
- Ensures that any changes in health and safety rules and laws advised by the National Governing Body of the Football are communicated to relevant parties in a timely manner and implemented appropriately across the programme.
- Delivers up-to-date coaching in football in line with the framework set out by the National Governing Body of the sport so that pupils receive a high-quality experience and strive to excel in that sport.
- Sets high expectations and standards of behaviour of coaches and pupils towards each other that encourages effective team-working.
- Promotes a competitive spirit within the specified team with mutual support for each other regardless of individual abilities and outcomes.
- Takes part in the school staff appraisal scheme and keeps up with the professional developments within teaching/coaching.

### **General responsibilities**

- Ensures the safety and well-being of children and young people at the School by adhering to and complying with the School's Safeguarding and Child Protection Policy at all times.
- To record all training, absence and request for leave on Royal Russell People and inform line-managers.
- Displays correct staff identification at all times whilst on site.
- Attends training and staff INSET sessions organised by the School to provide a consistent approach across the entire School staff population.
- Carries out any other reasonable duties as requested by the Headmaster, Director of Sport or Head of Football – Performance.

This job description contains an outline of the typical functions of the job and is not an exhaustive or comprehensive list of all possible job responsibilities, tasks, and duties. The job-holder's actual responsibilities, tasks, and duties might differ from those outlined in the job description, and other duties commensurate with this level of responsibility may be either permanently or temporarily assigned as part of the job.

<b>Person Specification – Lead Development Phase Football Coach</b>	
<b>D – Desirable and E - Essential</b>	
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• Ability to coach a summer sport (D)</li> <li>• Level 2 coaching qualification Football (E)</li> <li>• Level 3 coaching qualification Football or above (D)</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Experience of Coaching and / or playing at a club / regional / National standard (D)</li> <li>• Experience of coaching football (E)</li> <li>• Experience of coaching a summer sport (D)</li> <li>• Experience of coaching across a range of age groups (E)</li> <li>• Excellent practitioner and advocate of modern coaching methods (E)</li> <li>• Experience using HUDL/SOC Software (desirable) (D)</li> </ul>
<b>Knowledge</b>	<ul style="list-style-type: none"> <li>• A good understanding of the Football tactics and technical (E)</li> <li>• Conveys enthusiasm, energy and passion for Sport to inspire pupils with a love of the sport (E)</li> <li>• Have knowledge of innovative coaching strategies that will raise attainment and instil a passion for Football (E)</li> </ul>
<b>Skills and Abilities</b>	<ul style="list-style-type: none"> <li>• Able to build positive and collaborative rapport with pupils, parents and colleagues (E)</li> <li>• Possesses high level communication skills for dealing with pupils, parents and staff (E)</li> <li>• Able to create a stimulating and enthusiastic learning environment that encourages high standards of effort in sport irrespective of individual pupils' abilities (E)</li> <li>• Use a range of motivational strategies for each individual pupil (E)</li> <li>• Understands the need to promote positive behaviour at all times in line with School policies (E)</li> <li>• Able to plan and implement activities that meet the needs of all pupils (E)</li> <li>• Able to work well within a team (E)</li> <li>• Able to work from own initiative as well as responding to ideas and requests from colleagues and line managers (E)</li> <li>• Excellent ICT skills in Microsoft Office Packages (D)</li> <li>• An understanding of child protection and safeguarding (E)</li> <li>• A willingness to participate in the wider aspects of sport at Royal Russell (E)</li> <li>• Ability to contribute to our summer sports programme. (D)</li> </ul>
<b>Personal Attributes</b>	<ul style="list-style-type: none"> <li>• Friendly and approachable with a can-do mind-set (E)</li> <li>• Analytical and intelligent, capable of undertaking independent research and analysis (E)</li> <li>• An ability to communicate succinctly, effectively and attractively both orally and in writing(E)</li> <li>• An interest and empathy with the ethos and aims of Royal Russell School (E)</li> </ul>

**Other requirements:**

Willing and flexible in approach to working hours, able to assist with co-curricular activities including after-school and Saturday morning fixtures (E)