



Job Description

Job Title	Community Coach
Business Area	Programme Delivery
Location	Jersey Sport, Fort Regent Leisure Centre, St. Helier, Jersey, JE2 4UX
Salary	£11 p/h - £14.50 p/h
Responsible to	Community Programme Officer
Responsible for	Not Applicable
Contract	Zero Hour
Hours Per Week	Various
Employer	Jersey Sport Ltd

Background Jersey Sport was formed on 1 June 2017 as the independent body for the development of sport and active living in Jersey. Jersey Sport's mission is to lead, champion and enable participation and excellence in sport for everyone in Jersey and for the island as a whole, thereby contributing to a healthier, fairer and more attractive society.

Jersey Sport is an arm's length body from the States of Jersey and receives an annual grant from them to operate various sports and physical activity initiatives across the island.

Community Coach The Community Coach role will play a vital part in promoting and delivering the Active Adult and Children programmes of Jersey Sport. You will undertake a wide range of planning and delivering, which will ensure the services of the company are of the highest quality.

As part of the team you will deliver programmes which are engaging, fun and create a positive learning environment for all participants. You will be responsible for the delivery in holidays, evenings and after school programmes as well as liaising with a range of stakeholders to support opportunities for young people to join sports clubs.

The behaviours we bring with us to work

Welcoming and Inclusive	Creating a positive learning environment Recognising the needs of a diverse user group Teamwork
No Stone Left Unturned	Do what you say Welcoming feedback Maximising resources available to you
Social Awareness	Having a positive impact Adaptable in a flexible environment Recognising and accepting differing priorities
Committed to Success	Problem solving and outcome focus Creative, independent and forward thinkers Putting your hand up
What we expect of each other	High standards Safety First Adherence to Policies and procedures

Tasks I must do to successfully fulfil my job role

Job specific tasks	As well as being able to demonstrate the core behaviours of the organisation and the specialist competences required of the role there are a number of specific tasks that will be routinely required of the post holder. In addition the post holder is required to carry out any task necessary to ensure we continually deliver exceptional service to our customers. The job specific tasks are detailed below.
Key tasks	<ol style="list-style-type: none">1. Plan and deliver high quality coaching sessions in accordance with the Active Children and Active Adult programmes.2. Liaise with parents to take bookings using the 360 system.3. Follow Health and Safety procedures in line with company policy.4. Attend individual and team meetings on a frequent basis and invest time into CPD.5. Assist the Community Programmes Officer on any tasks that need completing.6. Build, develop and maintain positive relationships with young people.7. To be responsible for the safety of participants by maintaining and making appropriate checks of facilities, kit and equipment.
E = Essential	E Practical sports development or teaching experience.
D = Desirable	E Vision, motivation, enthusiasm and ability to work with diverse groups of young people.

E	Ability to demonstrate safe working practices in the delivery of sports tuition.
E	Ability to work as part of a team but equally important is the ability to use initiative and make independent decisions when appropriate.
E	Excellent time management skills with the ability to prioritise and adapt to rapidly changing situations.
E	Ability to quickly master new systems and processes and to sustain a high level of performance whilst under pressure.
E	Excellent communication, liaising and interpersonal skills. Confident in dealing with schools, clubs, parents and other relevant stakeholders.

The qualifications you must have or be prepared to work towards

E = Essential D = Desirable	E	A national governing body sporting qualification at Level 1, but preferably level 2
	D	Demonstrate a progressive personal development programme of qualifications/training relevant to your career.
	D	Formal qualification in MS Office or able to demonstrate competency.
	D	Lifeguard or pool qualification