

Rotherham United Community Sports Trust

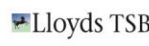
JOB DESCRIPTION

Job Title	Female Football and Wellbeing Coach
Reports to	Health and Wellbeing Manager
Department	Health and Wellbeing
Salary	£18,500
Hours	Full time 37.5 hours per week with flexibility to work some evenings, weekends and match days as required
Job Purpose	Rotherham United Community Sports Trust is seeking to appoint an enthusiastic, charismatic and dedicated person to deliver a range of football, health, and wellbeing programmes to children, young people, adults and older adults across the borough. This role will involve delivering women's only session as well as delivering on the Womens Euros 2022 legacy programme.
Contract Details	<ul style="list-style-type: none"> • Full time, Permanent • Auto-enrolment into the Club's pension scheme (depending on eligibility) • 28 days annual leave including public holidays

Role Accountabilities & Key Duties

1. Key Duties and Responsibilities

1. To effectively design, plan and deliver a range of high quality football, health, and wellbeing sessions that are accessible to all ages.
2. To deliver a range of sport and physical activity opportunities at a fundamental level that are structured, safe, progressive and fun.
3. To be the lead coach for female only sessions and programmes
4. To effectively collect and record health and wellbeing data such as lifestyle questionnaires and physical measurements.
5. To support children, young people and adults with nutritional and lifestyle advice.
6. To effectively supervise, mentor and direct support staff, volunteers and apprentices.
7. To imaginatively promote local sporting and physical activity opportunities to children, young people and adults, in both schools and community settings.
8. To take positive steps to identify and overcome barriers to participation amongst young people, adults and older adults particularly those from disadvantaged backgrounds, through good coaching practice and relationship building
9. To undertake training and continuous professional development as necessary relevant to the post and further career advancement e.g. tutor training, health qualifications or Level 3 sports specific coaching qualifications
10. To assist in the collation of management information and preparation of reports for the steering group and funding agencies.
11. To contribute to developing and maintaining of effective and positive working relationships with all partners and community organisations.
12. To respond to general enquiries and deal efficiently with any administrative requirements



	<p>resulting from the implementation of activities e.g. production of activity registers, collection of case studies.</p> <p>13. To carry out duties in accordance with the employing agencies equal opportunities policy, information security policies, financial regulations and the Health and Safety at work Act.</p> <p>14. To undertake other duties and responsibilities as required from time to time commensurate with the grade of the post.</p>
<p>2. Person Specification</p>	<ul style="list-style-type: none"> • Excellent verbal and written communication skills • Ability to think clearly, creatively and imaginatively • Positive attitude and strong focus on teamwork • Ability to communicate with people from all backgrounds • Ability to build and maintain positive relationships with people • Focused on achievement, targets and continuous improvement • Demonstrate a high degree of flexibility and confidentiality • Capable of presenting information, orally and written • Have skills to plan, organise and present information • Ability to work under pressure and to tight deadlines • Ability to work on own initiative • Competent IT skills
<p>3. Managing Partnerships and Contracts</p>	<ul style="list-style-type: none"> • Maintain and build positive relationship with key partners and stakeholders; • Maintain and monitor funding received from contracts and report to Line Manager;
<p>4. Experience</p>	<ol style="list-style-type: none"> 1. A minimum of 1 years experience of delivering health and wellbeing sessions. 2. A minimum of 1 years experience of coaching children, young people, adults and older adults in a range of environments. 3. A minimum of 1 years experience coaching football. 4. Experience of planning and delivery physical activity programmes aimed at health priorities specifically mental health and weight loss programmes. 5. Experience of providing nutritional support and advice 6. Experience of supervising and mentoring volunteers/assistant coaches. 7. Experience of promoting activities particularly within schools and community settings. 8. Experience of working effectively with a range of partners 9. Experience of organising sessions for participants for Sport England Priority Groups e.g. Females / people with disabilities/ethnic minorities.



<p>5. Qualifications</p>	<ul style="list-style-type: none"> • A Degree (or equivalent relevant qualifications and experience) in health, wellbeing or physical activity • Level 2 Gym instructor • FA Level 2 coaching badge • Chairbased exercise / otago / falls prevention qualification • Nutrition or weight management qualification • PTTLS or level 3 award in Education and Training • Basic First Aid training/qualification • Safeguarding certificate • Full driving licence and the use of a vehicle
<p>6. Recruitment</p>	<ul style="list-style-type: none"> • Develop marketing activities/materials • Develop and maintain relationships with partners • Attend recruitment events • Ability to use social media effectively • Contribute subject information for newsletter, website, match programmes and recruitment events as required • Use resources available within the department to make recruitment as positive and successful as possible.

<p>General Duties & Accountabilities</p>	
<ul style="list-style-type: none"> • To support RUCST and Rotherham United FC in their aims and objectives at all times • To ensure compliance with all relevant Club policies, including health and safety policies • To ensure compliance with all relevant legal, regulatory, ethical and social requirements • To build and maintain good working relationships both internally and externally, maintaining a professional image at all times when representing RUCST and Rotherham United FC • To keep confidential any information gained regarding the Charity, Club and its personnel • To maintain a flexible approach to work at all times • To undertake other duties and responsibilities as required from time to time • Promote equal opportunities in recruitment, delivery and overall assessment 	

This job description is not to be regarded as exclusive or exhaustive. It is intended as an outline indication of the areas of activity and will be amended in light of the changing needs of Rotherham United Community Sports Trust.

RUCST is committed to safeguarding and promoting welfare of children, young people and vulnerable adults, and expects all staff to share this commitment.



We are a diverse Trust that respects differences in race, disability, gender, faith background or personal circumstances we welcome all application. We want everyone to feel valued and included in the football community and to achieve their full potential. The trust is opposed to any discrimination and commits itself to the redress of any inequalities by taking positive action where appropriate

Person Specification

Qualifications		Essential	Desirable
1	Appropriate degree or experience in Health, Wellbeing or Physical activity	✓	
2	Level 2 sport or fitness qualification	✓	
3	FA level 2 qualification	✓	
4	Valid and Enhanced DBS (Disclosure & Barring Service) Check	✓	
5	Valid Safeguarding Training Certificate	✓	
Skills, Knowledge & Experience			
6	Knowledge, understanding and experience of a range of health and wellbeing programmes	✓	
7	An awareness of monitoring and evaluating projects	✓	
8	Up to date knowledge of the national sports and health strategies	✓	
9	Experience of using a range of coaching styles to support health, wellbeing and football programmes.	✓	
10	Knowledge of how to give positive and targeted support to participants on weight loss and mental health programmes	✓	
11	Determination to encourage and motivate those who are reluctant to change	✓	
12	Experience of delivering female only sessions / programmes	✓	
13	IT skills to include a high level of competence using Excel, Word, Access, PowerPoint and social media	✓	
14	Excellent overall level of numeracy and literacy	✓	



15	Experience of Premier League, Football League or Sport England funded projects		✓
16	An understanding and knowledge of Rotherham United Community Sports Trust		✓
Attitude/Behaviours			
17	A “can do” attitude	✓	
18	Presents solutions rather than problems	✓	
19	Ability to establish good and productive working relationships, and work well in a team	✓	
20	Innovative and flexible approach to supporting individuals	✓	
Personal Qualities			
21	A dynamic, hardworking and enthusiastic individual	✓	
22	Be able to enthuse progress within a wide range of ages and abilities	✓	
23	Excellent interpersonal and communication skills	✓	
24	Proactive attitude within the role	✓	
25	Excellent written and analytical skills	✓	
26	Quality focus – takes responsibility for ensuring a high quality of delivery and planning	✓	
27	Highly organised and able to manage multiple tasks	✓	
28	Drive and energy – demonstrates enthusiasm and is personally committed towards health and wellbeing	✓	
29	Self-development – is receptive to feedback about own behaviour, strengths and areas for improvement	✓	
30	Flexibility and willingness to learn	✓	
31	Ability to work calmly under pressure, effectively organise, prioritise workloads and to meet deadlines.	✓	
32	Ability to work unsupervised	✓	
33	Ability to respect confidentiality and behave professionally on particular issues	✓	

