



Job Description – Community Coach (Part-Time 20hrs)

Reports To: Assistant Community Manager.

Organisation: Carlisle United FC Community Sports Trust.

Date: April 2023

Hours: 20 hrs (Minimum)

Purpose of Job

Carlisle United FC Community Sports Trust is a registered charity and is based at Brunton Park Warwick Road CARLISLE CA1 1LL.

Carlisle United Community Sports Trust is an independent charity affiliated to Carlisle United Football Club and this role reports directly to the Assistant Community Manager.

Our Community Trust is organised around 4 main themes; Education, Health, Inclusion & Sport. Through all these areas we have one clear message in which we “Inspire people to participate, develop and achieve their goals through the power of sport”.

In this role you will deliver high quality coaching to schools, women and girls, health and disability programmes. This will include regular delivery of National Curriculum Coaching sessions, girls football, disability sessions and extra-curricular activities in football and multi-skills.

To support with expanding the number of schools participating through high quality delivery and positive relationships.

“Inspiring People To Participate, Develop, & Achieve Their Goals Through The Power Of Sport”



Key responsibilities of the role include:

- Upholding and delivering to the purpose and mission of Carlisle United FC Community Trust, particularly in relation to the delivery of the schools programme.
- Delivering a structured and high-quality weekly coaching and enrichment programme for all participants involved across the schools, health, disability and women and girls programmes.
- Create a learning environment that is inspiring, dynamic challenging and educational.
- Add to the production of our ongoing coaching resource bank and planning weekly session plans to a high standard in line with National Curriculum requirements.
- Developing the quality of Carlisle United Community Sports Trust's school coaching and extend the number of schools worked in across Cumbria.
- Maintaining administrative records for all sessions and supporting with the collection of participant case studies and data to be used in the end of year school impact reports.
- Ensuring safety for all participants by undertaking health and safety checks before each activity and adopting the Trust's safeguarding procedures.
- Completing all other tasks as required by Carlisle United FC Community Trust's senior management team.
- Keep own knowledge up-to-date by attending relevant training events.



Minimum Qualifications:

- Level 2 coaching qualification or equivalent.
- FA Youth Module or equivalent award.
- Safeguarding Certificate.
- First Aid Certificate.

Desirable Qualifications:

- Level 3 Certificate in Supporting the delivery of P.E and School Sport.
- FA Youth Module 2.
- Level 1 or 2 multi-skills qualification.

Minimum Essential Requirements and Experience:

- A passion for working with children and young people.
- Ability to work effectively within a team understanding roles and responsibilities within the setting.
- Ability to build effective working relationships with children, young people, teachers parents/carers and colleagues.
- To be a positive role model to participants promoting a positive ethos.
- Ability to lead a structured coaching programme working with children and young people with a range of abilities.
- Knowledge of PE and the National Curriculum and experience of delivering PE lessons according to guidelines.
- Charismatic individual who brings life and energy to their delivery.
- Knowledge of relevant policies, procedures and codes of practice.
- Customer care - listen and respond to customer needs and concerns.
- Valuing diversity – Listen, support and monitor the diverse contributions made to service development without prejudice. Challenge behaviours and processes which do not positively advance the diverse agenda whilst being prepared to accept feedback about our own behaviour. Understanding how valuing diversity can improve our ability to deliver better services and reduce disadvantage.
- Self-motivated and the ability to work on own initiative.
- Good communication skills including written, telephone and interpersonal skills.
- Good time management skills.
- Attitude to continuously develop both self the programme and the organisation.
- Commitment to undergo regular CPD.
- Competent use of IT and IT based systems.



Other Responsibilities

Health and Safety

- The post holder is required to carry out the duties in accordance with the Trust's Health and Safety policies and procedures.

Diversity

- The post holder is required to have due regard to equal opportunities at all times, and to work in a fair and reasonable manner towards all people, ensuring service standards are maintained for everyone.

Other Duties

- The duties and responsibilities in this role profile are not exhaustive. The post holder may be required to undertake other duties that may be required from time to time within the general scope of the post. Any such duties should not substantially change the general character of the post. Duties and responsibilities outside the general scope of this grade of post will be mutually agreed with the post holder.

How to Apply:

E-mail Application form to the Community Manager (James Tose):

manager@carlisleunitedcst.co.uk