



Job Description

Company	Gloucester Rugby
Job Title	Community Development Coach
Line Manager Title	Community Engagement Manager
Department	Community
Grade	3
Salary	£21K
Number of Direct Reports	0
Number of Indirect Reports	0
Budget Accountability	0
Working pattern required	Weekdays, but will be required to work evenings and weekends including matchdays

Main Purpose of the Job

What is done, for what piece of the business, why?

Gloucester Rugby are looking for an ambitious coach who is great at building strong relationships, an excellent communicator, have experience working with children and young people across a spectrum of age groups, and have a passion for inspiring people to play rugby at a grassroots level.

This role will aim to increase engagement levels and encourage children and young people to enjoy playing rugby in their local community by providing support to, schools, clubs and other local organisations that will inspire the next generation of rugby players.

Key Accountabilities

Describe the key deliverables to be achieved by the post holder and the ongoing responsibilities of the role

1. To build strong and meaningful relationships in the community with key stakeholders.
2. Delivery of schools/clubs coaching programme.
3. To manage a DDP centre and work with volunteer coaches to ensure sessions are delivered to a high standard.
4. To be the main point of contact for Gloucester Rugby in a given district.
5. To plan and deliver local tournaments for schools and clubs.
6. To support with CPD training for local coaches and teachers.
7. To promote the school ticketing programme.
8. To deliver school assemblies.
9. To identify potential talent and work closely with the Academy department to refer potential candidates.
10. To develop and deliver rugby camps.
11. To support the delivery of tournaments.
12. To sell and deliver matchday activity packages.
13. To achieve delivery KPIs set by Head of Department.
14. Any other task your manager deems appropriate.

Communications

15. Develop and maintain excellent working relationships with Gloucester Rugby personnel, school/club and community contacts, participants, parents, partners and other key sponsors and stakeholders.

16. Regularly communicate and feedback to line manager about progress against KPIs or issues regarding programmes.

Additional

- 17. To work in a flexible way when the occasion arises so that tasks, which are not specifically covered in the job description, are undertaken.
- 18. To assess and take responsibility for one's own performance.
- 19. Conduct themselves in a professional manner at all times (both in person and online).
- 20. To be able to work as part of a team.

These are the key tasks as currently defined. It is expected that this job description will be regularly reviewed and may be amended from time to time, by mutual agreement, to meet changing circumstances.

Health and Safety at Work

To comply with the requirements of the Health and Safety at Work Act 1974 and associated legislation, you must adhere to the company's safety rules and procedures and take all reasonable care to protect the safety of yourself and others.

This job description is intended only as a guide to the main responsibilities and is in no way intended to restrict any individual in the performance of other duties as required by the Company.

Qualifications, Experience & Knowledge

List any academic or practical education required to perform the role. What experience does the position require the job holder to have obtained in past roles within or outside of the organisation that would demonstrate a level of proficiency.

Essential

- Minimum RFU Level 2 Coaching Award.
- Enhanced DBS.
- Full UK driving licence.
- Proven experience of coaching across age groups and environments.
- Knowledge of child protection and safeguarding.
- Strong interpersonal skills - ability to build strong relationships with people at all levels both external and internal.
- Ability to perform in a busy environment.
- Ability to work as part of a team and be flexible to change in an evolving business.
- Ability to make decisions and use own initiative.
- Ability to work to a flexible schedule including evenings and weekends.

Desirable

- First Aid Qualified.
- Safeguarding training.
- Equality and diversity in coaching training.

N.B. Employees are expected to use annual leave outside of core delivery periods unless otherwise approved. Time off in lieu (TOIL) is to be agreed and booked with the line manager when extra working time is being arranged.