**Sports Coach**

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**Sample Job Description**

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| Job title: | *[insert Club name here] Club Coach* |
| Location: | *[insert training location here]* |
| Hours (per week): | *[insert training times & number of hours here]* |
| Responsible to: | *[insert Club name here] Club Committee & the*  *[delete as appropriate] Soccer/Rugby Development Officer/*  *Athletics/GAA Academy Director* |

**Job Purpose**

*This should be a short and accurate statement highlighting why the job exists. For example:*

To co-ordinate and deliver a high quality coaching programme for the DCU *[insert Club name here]*, that increases participation and performance.

**Main Duties and Responsibilities**

*List what you will be expecting the post holder to do. For example:*

* To create and implement a high quality coaching programme, to maximise participation and performance of competitive teams;
* to undertake the necessary planning for each activity session to ensure the programme demonstrates progression throughout, linked to the principles of Long-term Athlete Development (LTAD)
* To co-ordinate the delivery of an innovative recreational programme of to attract new participants of all levels and create pathways for continued participation;
* To ensure all equipment associated with the coaching programme is correctly set up, maintained, stored and returned on completion of the coaching programme
* Promote and increase awareness of *[insert Club name here]* within DCU and externally, via the delivery of a robust marketing campaign, in conjunction with the club committee;
* To implement appropriate Health and Safety policies and procedures in line with DCU and the relevant National Governing Body policies;
* To adhere to the DCU *Code of* DCU Code of Ethics and Conduct for Sports Coaches and also the relevant National Governing Body Code of Conduct
* To provide appropriate mentoring, support and guidance to other coaches, players and student volunteers
* To continually monitor and evaluate all sessions, activities and programmes and provide the Club Life Committee (CLC) and/or Sports Development Officer/Academy Director with concise progress reports and training logs linked to agreed work programmes;
* To take responsibility for their own continuous professional development and attend relevant training courses to improve their coaching delivery

**Personnel Specification**

*List the essential and desirable qualifications, experience, skills and competencies that are required by the post holder. For example:*

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| **Qualifications** | **Essential**   * Hold a Level One *[insert sport here]* Coaching Qualification   **Desirable**   * Hold a Level Two *[insert sport here]*  Coaching Qualification; * Hold a valid First Aid Certificate; |
| **Experience** | **Essential**   * A minimum of 1 years sports coaching experience in a paid or voluntary capacity, ideally in a range of environments including schools/clubs/community/third level settings;   **Desirable**   * 2 years or more sports coaching experience in a paid or voluntary capacity, ideally in a range of environments including schools/clubs/community/third level settings; |
| **Skills & Competencies** | **Essential**   * Demonstrate strong leadership qualities and have the ability to delegate effectively * Excellent communication and interpersonal skills * Strong planning ability with excellent organisational skills * Ability and willingness to work outside of normal hours including evening and weekends * Must be self-motivated with the ability to enthuse a wide range of participants * Ability to work independently and as part of a team * Ability to manage a group of participants effectively * Attend all fixtures/training sessions to include all gym and field sessions * Solution orientated * Resilient with a can do attitude   **Desirable**   * Sound understanding of the third level university sports clubs and the role of student officers therein |

**Please note this post not a Dublin City University appointment. Sports Coaches are employed directly by the respective sports club.**