

Job Description

DIRECTORATE: Social Services and Wellbeing

DEPARTMENT: Prevention and Wellbeing

POST: Coach

GRADE OF POST: Grade 06

RESPONSIBLE TO: Wellbeing Manager within Service

JOB PURPOSE:

To lead the delivery of activities across the prevention and wellbeing service. To work with a broad range of participants with different needs in different types of environment. Ensuring that activities are operated in accordance with the recommended standards and work systems.

PRINCIPAL RESPONSIBILITIES AND ACTIVITIES:

- Lead in the preparation, delivery, continuous evaluation and review of sport and or physical activity sessions.
- Prepare for and deliver inclusive, safe and effective coaching activities for a range of participants, under supervision, using appropriate equipment and methods.
- Ensure the culture and environment is designed to meet a participants welfare needs and allow them the opportunity to achieve their goals and meet their aspirations.
- Ensuring that coached activity sessions are compliant with the technical standards of the National Governing Bodies and Sports Council for Wales
- Assist the senior coach to deal with the provision of high quality delivery promoting a positive experience to users especially where there are large groups or those with additional needs.
- Providing evaluations of activity programmes and monitoring of participation data.
- Provide coaching and instruction at the standard of UKCC level 2 (or equivalent) or above including preparation, delivery and review of the activities.
- Participating in any development activities in order to maintain your own professional development or to improve your ability to complete your job sufficiently

- Participating in any training and development activities in order to maintain your own professional development, or to improve your ability to complete your job sufficiently.

GENERAL DUTIES

Health and Safety

To fulfil the general and specific roles and responsibilities detailed in the [Health and Safety Policy](#)

Equal Opportunities

To ensure that all activities are operated in accordance with Equal Opportunities legislation and best practice.

Safeguarding

Protecting children, young people or adults at risk is a core responsibility of all employees. Any concerns should be reported to the Adult Safeguarding Team or Children's IAA Service within MASH.

Review and Right to Vary

This Job Description is as currently applies and will be reviewed regularly. You may be required to undertake other tasks that can be reasonably assigned to you, including development activities, which are within your capability and grade.

CRIMINAL RECORDS CHECK

This post requires a criminal record check through the Disclosure & Barring Service (DBS)

The following attributes represent the range of skills, abilities and experiences etc. relevant to this position. Applicants are expected to meet the attributes that have been identified as essential (Yes)

| Attributes | Requirements | Essential | Method of Evaluation/ Testing |
|---|--|-----------|---|
| Qualifications, Education & Training | <ul style="list-style-type: none"> Basic instruction or coaching qualification at UKCC Level 1 or UKCC level 2 or equivalent in area of coaching. | Yes | Production of original Qualification Certificates and application form. |
| | <ul style="list-style-type: none"> National governing body awards in a range of activities or sports First aid award. | Yes | |
| Knowledge & Experience | <ul style="list-style-type: none"> A track record of using coaching qualifications to develop children and young people and or adults. | Yes | Interview, application form, references and selection process. |
| | <ul style="list-style-type: none"> Experience of working at community level and / or introductory level. | Yes | |
| | <ul style="list-style-type: none"> Knowledge of development pathways. | Yes | |
| | <ul style="list-style-type: none"> Experience in a relevant environment e.g. sports development, youth work. | Yes | |
| Skills and Personal Attributes | <ul style="list-style-type: none"> Ability to develop relationships with participants through excellent communication skills, technical knowledge and acting on feedback to | Yes | Application form, interview and selection process. |

| Attributes | Requirements | Essential | Method of Evaluation/ Testing |
|------------|---|-----------------------|-------------------------------|
| | <p>enhance the participant experience.</p> <ul style="list-style-type: none"> • Commitment and reliability • Ability to work as part of a team • Organise own work tasks alongside colleagues to ensure a positive, safe and inclusive learning environment. • Demonstrate the ability to deliver dynamic risk assessments. • Ability to work within professional boundaries using skills such as: appropriate supervision of coaching assistants, problem solving, time management, interpreting information and using own initiative. • Full driving licence/or ability to work at various locations. • Ability to develop relationships with participants through excellent communication skills, technical knowledge and acting on feedback to enhance the participant experience. | <p>Yes</p> <p>Yes</p> | |



| Attributes | Requirements | Essential | Method of Evaluation/ Testing |
|------------|---|-----------|-------------------------------|
| | <ul style="list-style-type: none">The ability to communicate through the medium of Welsh. | | |