

# The Albion Foundation

## Disability Sports Coach - Job Description



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<b>Job Title:</b>	Disability Sports Coach
<b>Reports to:</b>	Head of Wellbeing
<b>Contract Term:</b>	12-month FTC - You will have a standard working week of a minimum of 37.5 hours, excluding meal breaks of 1 hour daily. You will be required to work outside of normal office hours, at evenings, weekends and on bank holidays and on public holidays. e.g. Monday – Thursday 10am – 6pm, Friday mornings and Saturday mornings.
<b>Salary Band:</b>	
<b>Salary:</b>	£18,525 - £19,999
<b>Job Purpose</b>	
To deliver disability sports coaching sessions within the day to day One Albion Disability programme and within WBA Disability teams. This is to include planning, monitoring and evaluation of sessions and activities. Maintain and enhance the quality of the provision.	
<b>Key Responsibilities</b>	
<ul style="list-style-type: none"> <li>• To deliver disability sport and multi-sport sessions to a wide range of local schools, clubs and organisations whilst promoting The Albion Foundation within the Community.</li> <li>• Deliver disability Football sessions for WBA and attend League fixtures.</li> <li>• Perform administration duties to support programmes, for example updating VIEWS with attendance information, distribution of information to schools and other organisations.</li> <li>• Ensure all sessions are delivered in accordance with National Governing Body guidelines.</li> <li>• Ensure all provision is delivered in a safe environment and all safeguarding regulations are followed.</li> <li>• Ensure all equipment is prepared and suitable for each session, this includes first aid kits.</li> <li>• Promote a positive and professional image at all times.</li> <li>• Liaise with parents/carers, schools and teachers and other outside agencies.</li> <li>• Any other duties deemed appropriate by Head of Wellbeing.</li> </ul>	

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## Disability Sports Coach - Person Specification



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Qualifications	Essential	Desirable	Measured
Degree/A Levels or equivalent		✓	Application
2 x NGB Coaching Certificate with one being at least level 2	✓		Application
FA level 1 in Coaching Football	✓		Application
FA Level 2 in Coaching Football		✓	Application
Qualifications in any other sport		✓	Application
FA Coaching Disabled Footballers Award		✓	Application
FA Youth Module 1		✓	Application
FA Emergency Aid or equivalent	✓		Application
1st 4 Sport Level 2 Certificate in Coaching Wheelchair Basketball		✓	Application
1st 4 Sport Level 2 Certificate in Coaching Wheelchair Basketball		✓	Application
AFPE Level 3 PESS		✓	Application
WFA Coaching Award		✓	Application
Coaching Blind Footballers		✓	Application
FA Safeguarding qualification or equivalent	✓		Application
In date DBS	✓		
<b>Knowledge</b>			
Knowledge of Disability Sport	✓		Interview
Understanding of safeguarding and health and safety	✓		Interview
<b>Skills</b>			
Able to communicate effectively with a range of people	✓		Interview/practical

Able to work in both a team and independently	✓		Interview
Able to adapt coaching sessions to participants	✓		Interview/practical
Able to encourage motivate and enthuse young people to participate in football	✓		Interview/practical
Excellent planning and organisational skills	✓		Interview
Basic IT skills to include Microsoft Office products	✓		Application/interview
<b>Experience</b>			
A minimum of 2 years coaching experience		✓	Application/interview
Experience of evaluating the effectiveness of coaching sessions and programmes	✓		Application/interview
Commitment to development and willingness to undertake training where necessary	✓		Application/interview
<b>Personal</b>			
A commitment to the principles of equality and diversity	✓		Application/interview
Ability to work efficiently on own initiative and maintain a high standard of work	✓		Application/interview
A flexible attitude to working and willing to work evenings and weekends including matchdays	✓		Application/reference
Hold a valid driving licence and have access to own transport	✓		Application
Reliable and dependable	✓		Reference