



Sheffield Eagles RLFC



JOB DESCRIPTION

Job Title: Community Rugby League Coach

Location: Don Valley Stadium, Sheffield

Salary: £16,000- £17,000

Reports to: Community Manager, Sheffield Eagles

Responsible For: Volunteers

Post Reference No: 2/02/10

This post has been jointly funded by Sheffield Eagles and the Rugby Football League and the post holder will work in conjunction with those partners to fulfil the overall objectives of the post as outlined in this job description:

PURPOSE OF THE JOB:

- Develop, deliver and monitor a comprehensive coaching programme in line with the RFL's strategic objectives in the South Yorkshire Service Area, with particular reference to Women and Girls Development and League for All initiatives
- Contribute to the development, delivery and monitoring of Sheffield Eagles Community and Schools Development coaching programme

PRINCIPAL DUTIES / ACTIVITIES:

- Contribute along with the Club's other Community Coaches to the writing, delivery and monitoring of a comprehensive annual education and club coaching programme
- Actively look to increase the number of individuals regularly participating in Rugby League, improve environments throughout the game, developing school club links and give everyone the opportunity to achieve their potential.
- Deliver specific projects to increase participation for women and girls and other agreed under represented groups in Rugby League.
- Work with partners in the Service Area to provide a holistic opportunity for each individual participant e.g. Schools Sports Partnerships, Competition Managers, Professional and clubs community clubs, etc
- Promote, develop and deliver an effective school club links programme by identifying players from education to continue playing in clubs.
- Support the co-ordination of the coaching programme in local clubs.
- Offer coach development and support in the local community.
- Plan & deliver a comprehensive Rugby League teacher training programme.

- Promote and develop volunteer recruitment and sign post to the appropriate clubs.
- Prepare, complete and submit reports and key performance indicators to the Sheffield Eagles Community Manager and the RFL South Yorkshire Service Area Co-ordinator as required
- Work unsociable hours to include bank holidays, early mornings, evenings and weekends as required by the agreed work programme.

PRINCIPAL HEALTH AND SAFETY RESPONSIBILITIES

- Compliance with the Health and Safety at Work Act, with specific responsibility for the health safety and welfare of all personnel within their control including themselves and for ensuring the overall safe and compliant planning, implementation and monitoring of all activities.
- Reports all accidents and/or incidents and near misses in accordance with RFL procedures.

PRINCIPAL 'LINE MANAGEMENT' ACTIVITIES

- To deliver/collate appropriate levels and range of departmental performance based reporting and associated information. Contribute to the preparation and delivery of monthly reports and key performance indicators to the Director of Community, Development and Education.
- The overall managing and undertaking of Line Management activities for volunteers within their control. To lead, manage and motivate the performance of their volunteers by setting and reviewing targets and objectives, maintaining discipline, communicating appropriately.
- Responsible for ensuring and maintaining robust and effective paths of information/communication/dissemination within both their Sheffield Eagles and other key partners.
- Demonstrates a commitment to the principles of equal opportunity and diversity and to ensuring that the culture, philosophy and processes within the RFL and the Game are free from bias and discrimination. The post holder's duties must at all times be carried out in compliance with the RFL's Equal Opportunities Policy.

SCOPE OF RESPONSIBILITIES:

The postholder will not directly line manage other coaches, however, the postholder will be expected to undertake a leadership role for the volunteers in the area.

Line Management and Operation of the post

A management group will be formed through the Service Area to focus the CRLC activity to the needs of the Service Area and support the CRLC.

Day to day management will be carried out by Sheffield Eagles through the Community Manager

Delivery focus is developed through the Sheffield Eagles and Service Area Plans and then the targets agreed with the Sheffield Eagles Director of Community, Development and Education, the Service Area Co-ordinator and Regional Development Officer

Professional development and support will be received from Sheffield Eagles and the RFL Area Talent and Development Manager.

PERSON SPECIFICATION:

KNOWLEDGE OF RUGBY FOOTBALL LEAGUE

- Understanding of the RFL's business goals and values

ESSENTIAL EXPERIENCE AND SPECIALIST KNOWLEDGE (NON SPORTS RELATED)

- Ability to coach specific focus group of the post e.g. young people, females, disability, talent, HE/FE.
- Ability to establish and maintain effective relationships with organisations and/or individuals
- Ability to prioritise work effectively in order to achieve short, medium and long term objectives
- Experience & knowledge of the education system
- Knowledge and experience of equality issues within sport

DESIRABLE KNOWLEDGE

- Knowledge and experience of sport development and the structures surrounding it
- Experience of volunteer development and recruitment

EDUCATION AND TRAINING

- A full, valid driving licence
- RFL Level 2 Coaching Qualification
- Evidence of taking further personal development opportunities

BEHAVIOURAL CHARACTERISTICS

- Excellent communication skills, both written and verbal
- Strong organisational skills and administration ability
- Self motivated and enthusiastic
- A flexible and adaptable approach to work
- Computer literate – working knowledge of Microsoft word, power point, excel and outlook
- Ability to work both independently and as part of a wider team

February 2010