



JOB DESCRIPTION

Role: Community Coach – School Sports	Business Function: Operations
Reports to: School Sports Officer	Department: City in the Community Foundation (CITC)
<p><u>Purpose:</u></p> <p>Established in 1986, City in the Community Foundation is the registered charity of Manchester City FC and uses the brand of the parent Club to deliver award-winning programmes centred around Health, Education and Inclusion. The projects engage and impact over 30,000 lives in Manchester annually.</p> <p>The purpose of this role is to deliver the Premier League Primary Stars programme within primary schools across Greater Manchester. The programme includes the delivery of National Curriculum PE, targeted interventions, PSHE, teacher CPD and educational workshops along with football-based English and numeracy workshops.</p>	
<u>Accountabilities with Key Outcomes:</u>	
1	Delivering the Premier League Primary Stars programme to a range of primary schools across Greater Manchester. A focus will be placed on increasing pupils and teacher's confidence and competence across the topics delivered
2	Working in partnership with the School Sports Officer to support the planning and delivery of a high-quality programme ensuring it provides a fun, structured, enjoyable and safe environment for all to develop within.
3	Being accountable for progress and reporting on set KPIs and outcomes associated with each project to develop, maintain and grow a strong working relationship with partner schools.
4	Developing and maintaining excellent working relationships with all teaching staff and key contacts within schools to sustain long-term partnerships with the school
5	Ensuring that CITC's Safeguarding policy and procedures are embedded to the highest standard across the team. Work to ensure that safeguarding practices and principles are adhered to, ensuring our legal and moral obligations towards the framework
6	Investing in personal development via CITC quality assurance procedures and staff CPD opportunities when they present themselves to increase effectiveness personally and professionally



Knowledge, Skills and Experience:

Essential

Minimum Level 2 Coaching Certificate in football

A-C GCSE or equivalent in maths and English

Experience of working with children and young people or various groups within the community. Experience of delivering in a school setting and working towards the national curriculum.

Experience of planning and delivering high quality coaching/education sessions which are challenging and inclusive to the needs of the group.

Competent across Microsoft office

Excellent communication skills, both verbal and written

Creative and passionate about continuous improvement

Resilient and adaptable to change

Excellent and inclusive team-working abilities

Full driving licence

Desirable

Coaching qualifications in other relevant sports, specifically L3 Certificate in PE and School Sport

Educated to degree level in a relevant field (Education, Sports, Coaching)

Understanding of City in the Community Foundation and its projects

Experience and knowledge of working within a brand environment and understanding the responsibilities that are associated with representing a Premier League Football Club

Experience of working with teachers on their professional development and delivering teacher CPD workshops

Experience of delivery in a classroom environment

Experience of building relationships with external organisations and maintaining internal partnerships.

Excellent communication and motivation skills

Experience of strong behaviour management.

Job Impact/Influence Measures:

Coach performance – direct responsibility for monitoring and reporting performance of pupils and teachers on the programme



People management - No direct reports. Communication point for partner schools/organisations

Network – direct contact with external stakeholders, maintaining relationships with pupils and school staff

Funding – indirectly influences funding due to ongoing quality of delivery

Decision-making Authority:

Limited decision-making authority; the role directly delivers various programmes so is an escalation point for any issues arising within that business area.

Reports into School Sports Officer

Version dated: July 2019, to be reviewed July 2020