

## Job Description

|  |                         |
|--|-------------------------|
| <b>Job Title</b>   | Assistant Coach (Rugby) |
| <b>Department</b>  | Sports Academy          |
| <b>Reporting to:</b>   | Director of Rugby       |
| <b>Main Purpose of the role</b>  |                         |
| <p>The main purpose of this role is to assist the Director of Rugby in the running of the Male Rugby ACE programme including the planning, delivery and reviewing of sessions within the SGS Sport Academy. In addition to this, the role will lead on the Rugby Development Group here at SGS College. The role includes responsibility for both team and individual development through yearly planning and supporting Individual Player Development through the SGS Sport IDP programme.</p>  |                         |
| <b>Key Tasks / responsibilities:</b>   |                         |
| <p><b>OVERARCHING:</b></p> <ul style="list-style-type: none"> <li>• Build a culture of excellence, innovation and learning that supports student athlete development.</li> <li>• Promote a culture across the provision aligned with the mission and values of sport at SGS.</li> <li>• Liaise regularly with academic tutors to ensure students are achieving academically including; challenging of attendance, logging attendance concerns via College systems and putting in place interventions to improve academic attendance.</li> <li>• Provide pastoral support and care to the Academy squad members in conjunction with other coaching, academic and Academy sport staff</li> <li>• To ensure player care and safeguarding is at the forefront of all coaches practice including the logging of safeguarding concerns and integration of the SGS Wellbeing service.</li> <li>• Contribute to the sharing of coaching ideas and skills within SGS Sport through Coach Development groups.</li> <li>• To work closely with key partners and stakeholders to develop a recruitment strategy including trials, marketing events, open days, parents' evenings and recruitment evenings as required.</li> <li>• Undertake additional duties as requested by your line manager from time to time.</li> <li>• Sharing the College's commitment to safeguarding and prioritising the welfare of children, young people and vulnerable adults and demonstrating it in your day to day work.</li> <li>• Sharing and prioritising the effective implementation of the College's Equality and Diversity Policy.</li> <li>• Promoting and implementing best practice in Enabling Positive Behaviour, Health and Safety, Learner Code of Conduct, Learner Charter and Safeguarding Children, Young People and Vulnerable Adults.</li> </ul> <p><b>SGS SPORT COMMUNITY PROGRAMMES</b></p> <ul style="list-style-type: none"> <li>• Work with the WISE Campus Manager to develop new, and expand existing commercial activity to support both the development of Sport on campus, and to contribute to meeting the WISE Centre income target.</li> </ul> <p><b>HIGHER EDUCATION</b></p> |                         |

- Work closely with the Curriculum Director Personal Social Development to develop new and expand existing higher education provision to support the development of Sport at SGS.

### **SGS SPORT ACADEMY (FURTHER & HIGHER EDUCATION)**

- Manage effective coaching for the programme. This includes development of appropriate annual training programmes, covering pre-season, competitive season and off-season programmes.
- To lead on the holistic individual development planning for all students in line with the SGS Sport Individual Development Plan programme.
- Coach SGS Sport academy students in regional and national competition
- Delivery of practical sessions within the Rugby programme across both the elite and development programmes.
- Be abreast of the latest trends and developments within Rugby in order to incorporate this thinking into the strategy for Rugby at SGS
- To oversee the development of the Rugby squads at SGS College
- Attend the SGS Sport multi-disciplinary meetings and co-ordinate the delivery of support services (sports science and strength and conditioning) to the Academy squads.
- As necessary liaise effectively with partner clubs and stakeholders in relation to player recruitment, development, training and playing programmes.
- Build relationships with local clubs at a variety of levels to enhance to the performance player pathway at SGS College across pre-16, Community Programmes (Senior) and Under 18 programmes.
- Overseeing the operations of the SGS Rugby Academy including fixtures and training for both community partners and academy sessions.
- To support the Director of Rugby in working towards the strategy for Rugby at SGS College.

### **Role Dimensions**

- Attending Staff meetings and additional days such as staff development
- Coaching and developmental role
- Recruitment of 80+ players each year into the Rugby academy in collaboration with the Director of Rugby.

### **Key Interfaces**

- College Principal
- Assistant Principal WISE Campus
- Curriculum Director Personal Social Development
- WISE Campus Manager
- Claims Staff
- Community Club partners
- SGS Internal departments; marketing, all curriculum areas, estates, work placement, HR and Learner Services
- Officials
- Other FE and ACE Colleges
- Junior Programme Contacts (parents, guardians)
- National Governing Body Representatives

| Supporting College Goals and Values – all roles  |
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| <p>In addition to the particular requirements and characteristics of individual roles, all people employed by SGS College are expected to actively support the achievement of the College's goals and, at all times, both internally and externally, to behave in a manner consistent with the College's mission and values.</p> <p>This means:</p> <ul style="list-style-type: none"> <li>Performing your role and delivering your service in a way that helps the College achieve its strategic objectives and annual development and improvement plans - taking account of available resources and national developments.</li> <li>Promoting the image of the College as one that is committed to the highest standards of delivery and service.</li> <li>Sharing the College's commitment to safeguarding and prioritising the welfare of children, young people and vulnerable adults and demonstrating it in your day to day work.</li> <li>Sharing and prioritising the effective implementation of the College's Equality and Diversity Policy.</li> <li>Promoting and implementing best practice in Health and Safety,</li> </ul> |
| Measurable Performance Standards for this role   |
| <ul style="list-style-type: none"> <li>Support with recruitment of students (80+) to the Rugby academy in accordance to targets set by the Director of Rugby and the Curriculum Director of Personal and Social Development</li> <li>Players academic achievement (Attendance, Behaviour)</li> <li>Elite Success of players (Olympic/Paralympic Representation, International Appearances)</li> <li>Development of academy players individually and as a team based on regional and national competitions as well as academy measures and rankings</li> <li>Other Key Performance Indicators as set by the Curriculum Director of Personal and Social Development and Director of Rugby each year.</li> </ul>  |
| Critical Competencies  |
| <ul style="list-style-type: none"> <li>Level 2 National Governing Body Coach</li> <li>Extensive knowledge of Rugby Coaching and youth development</li> <li>Well contacted and respected throughout Rugby</li> <li>Coaching experience at elite level</li> <li>Demonstrates commitment to youth player development and the context of collegiate sport</li> <li>Demonstrates a commitment to Continuous Professional Development both at SGS College and within Rugby.</li> </ul>   |
| Experience / Skills  |
| <ul style="list-style-type: none"> <li>Relevant, updated coaching certificates</li> <li>Experienced coach at Youth and elite Level</li> <li>Knowledge of College Rugby Landscape</li> <li>Knowledge of Community Rugby Landscape</li> </ul>  |
| Level of Disclosure and Barring (DBS) disclosure required  |
| <p>1: Enhanced with barred list checks</p>   |

| Author and Date                                 |  |         |  |       |  |
|---|--|---------|--|-------|--|
| Connor Sidley-Adams (10 <sup>th</sup> May 2024) |  |         |  |       |  |
| Job Evaluation ( <i>for HR Completion</i> )     |  |         |  |       |  |
| Score   |  | Profile |  | Level |  |

As the needs of the College change, so the above job profile, duties and location of the role within the College may be adjusted accordingly.

Where an employee indicates a disability, every effort will be made to make reasonable adjustments. If, however, a certain task proves to be unachievable, job redesign will be given full consideration.

## Person Specification

### Assistant Coach (Rugby)



| Criteria   | Essential | Desirable | Assessed by                |
|--|-----------|-----------|----------------------------|
| <b>Qualifications and attainments</b>  |           |           |                            |
| RFU Level 2 Coaching Award   | ✓         |           | Application form           |
| RFU Level 3 Coaching Award   |           | ✓         | Application form           |
| First Aid Qualification  | ✓         |           | Application Form           |
| Safeguarding Qualification   | ✓         |           | Application Form           |
| GCSE Maths and English (grade C or above)  | ✓         |           | Application Form           |
| Full and clean Driving license   |           | ✓         | Application form           |
| D1 Minibus Driving Licence   |           | ✓         | Application form           |
| Degree in Sports Coaching or relevant area                                       |           | ✓         | Application form           |
| <b>Experience and knowledge</b>  |           |           |                            |
| Sound knowledge of Rugby at Performance and Participation level across the board | ✓         |           | Application form/interview |
| Knowledge and Experience of supporting Long Term Athlete Development             | ✓         |           | Application form/interview |
| Experience of working within academy pathways                                    | ✓         |           | Application form/interview |
| Experience of working within the FE Sector and with Athletes aged 16-19          |           | ✓         | Application form/Interview |

|   |                  |                  |                             |
|---|------------------|------------------|-----------------------------|
| Experience of coaching all Rugby Disciplines  |                  | ✓                | Application form/Interview  |
| Knowledge and experience of Community Sport Development including increasing participation in Youth Sport.  |                  | ✓                | Application form/Interview  |
| <b>Skills and abilities</b>   |                  |                  |                             |
| IT Literate (especially proficient in the use of Excel and Word)  | ✓                |                  | Application form            |
| <b>Criteria</b>   | <b>Essential</b> | <b>Desirable</b> | <b>Assessed by</b>          |
| Excellent organisations skills  | ✓                |                  | Application form/Interview  |
| Highly developed interpersonal and communication skills to handle parents, Players, colleagues and grassroots participants  | ✓                |                  | Interview                   |
| Excellent communication skills via a range of methods   | ✓                |                  | Application form/Interview  |
| <b>Essential College attributes</b>   |                  |                  |                             |
| <b>Initiative:</b> Demonstrating the willingness and ability to use initiative – whether that means deciding on necessary action and following it through - or suggesting ways to work in a better way. | ✓                |                  | Application form/ interview |
| <b>Influencing skills:</b> The ability to persuade others.  | ✓                |                  | Application form/ interview |
| <b>Interpersonal Skills:</b> The ability to communicate and interact with other people in a way that promotes cooperative relationships.  | ✓                |                  | Application form/ interview |
| <b>Teamwork:</b> The willingness and ability to collaborate and work closely with colleagues in a mutually supportive manner.   | ✓                |                  | Application form/ interview |
| <b>Circumstances of role (if applicable)</b>  |                  |                  |                             |
| Willingness to work unsocial hours  | ✓                |                  | Application form            |

