



**A fun-filled multi-Sports experience
for children aged 2-10 years**

JOB DESCRIPTION

Post title:	A-Star Sports Coach
Area:	Chester & surrounding areas
Responsible to:	Gary Yates, Regional Manager
Salary:	Dependent on experience
Hours:	P/T – hours to be determined in consultation with the successful applicant
Other:	Enhanced DBS essential. Own transport essential.

Main purpose of the role:

To organise and deliver the A-Star Sports multi-sports programme – weekly classes, parties, holiday clubs and events – across all levels, ensuring the progressive and developmental needs of all participants (children aged 2-10 years) are met through a commitment to excellence in both coaching standards and customer service.

Main duties:

To organise and deliver the A-Star Sports multi-sports programme using the coaching resources and equipment provided to motivate and encourage children.

To ensure that coaching sessions are presented at suitable levels for the children participating, including consideration of special needs and 'best benefit' support.

To complete risk assessments and ensure that all reasonable steps have been taken in line with A-Star Sports health and safety and safeguarding children policies at all times.

To immediately report all accidents or injuries to the Manager completing all necessary documentation.

To maintain detailed and accurate records of attendance (including relevant registration and health information), parent observer details, session content delivered and all other information required in the delivery of the A-Star Sports programme as determined by the Manager.

To support the Manager in the distribution of information regarding notices, customer invoices and the collection of payments.

To assemble and dismantle equipment when required and to check the safety of all equipment, and ensure it is used in a safe and proper manner.

To ensure that all equipment is managed and stored correctly.

To promote A-Star Sports' values, objectives and offering in a practical and positive way.

To develop strong customer relations, reporting customer feedback appropriately.

To attend any meetings and training as required.

To attend to any reasonable request by the Manager or undertake additional duties as commensurate with this post.

PERSON SPECIFICATION

We're looking for:	Preferred / Essential:
Experience / evidence of activity leadership and sports coaching	Essential
Experience / evidence of working with children	Essential
Excellent communication and active listening skills	Essential
Strong customer care skills	Essential
Interpersonal sensitivity and concern when dealing with children and families	Essential
Good administrative and organisational skills; ability to work on own initiative	Essential
High energy and motivation to deliver sessions in an openly observed environment	Essential
A willingness to learn a varied, multi-sports programme; to commit to and promote the A-Star Sports values and objectives	Essential
A willingness to work within A-Star Sports' policies and guidelines	Essential
Flexibility to adapt to changes in the workplace and new organisational challenges	Essential
A commitment to continuous professional development to maintain high standards of service	Essential
A willingness to undertake an Enhanced DBS / PVG (Scotland) check	Essential
Knowledge of good practice in safeguarding children and health and safety procedures in relation to sporting activity	Preferred (but training and support will be given to achieve this)
A current, relevant National Governing Body sporting qualification or similar	Preferred (but training and support will be given to achieve this)

