



Job Description – Club Coach (Gymnastics for All Leader)

Leeds Gymnastics Club CIC	Mission Statement – A high performing club providing opportunities for all to achieve through a culture of excellence.
Core Values of LGC	Our CORE values stand for: Commitment, Ownership, Responsibility and Excellence. These are a set of principles that help to guide the actions and behaviors of all our members and staff on a day-to-day basis and we work with all employees to look at our CORE values and see how they can be applied to their day-to-day roles. Thereby ensuring our employees are constantly developing and the club is striving to hit our mission statement.
Post Title	Club Coach Gymnastics for All (GfA)
Grade	B – Tier
Responsible to	Jess Nicholson – Head of Gymnastics for All
Responsible for	Not Applicable
Holiday and Sickness Cover	Full details are attached in the formal contract
Purpose of the Job	To deliver the club’s recreational gymnastics programme

Relevant Qualifications	<ul style="list-style-type: none"> • BG Level 2 • Safeguarding & Protection of children • Enhanced DBS • First Aid qualification • Good literacy and numeracy
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SPECIFIC DUTIES AND RESPONSIBILITIES

The postholder must at all times, carry out his/her duties and responsibilities within the spirit of Leeds Gymnastics Club CIC and their Policies.

MAIN DUTIES AND RESPONSIBILITIES

For the gymnasts:

1. To deliver the club’s coaching sessions to the level of your coaching qualification.
2. To do the necessary preparation and set up prior to the session and liaise with other coaches as needed and tidy the gym following the session.
3. To assist the Head Coach running sessions and following instructions.
4. To provide positive and fun sessions.
5. To act as a positive role model and lead by example. Demonstrate good coaching practice and provide motivation to all coaches and gymnasts.
6. To raise the standard of gymnastics at the club.
7. Be aware of and support difference and ensure all gymnasts have equal access to opportunities to learn and develop
8. To communicate effectively with parents regarding your gymnast’s progress.
9. Establish constructive relationships with parents/carers

For the safety of all:

1. Be aware of and comply with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person
2. To ensure accurate registers are kept of each session
3. To act in a responsible and appropriate manner at all times, in accordance with the club and British Gymnastics’ codes of conduct, ethics and best practice
4. To fulfill the duty of care towards all members of the club

For support of the Club:

1. Appreciate and support the role of other professionals
2. Contribute to the overall ethos and core values of the company
3. Attend and participate in relevant meetings as required
4. To actively promote the club where possible
5. Participate in training and other learning activities and performance development as required
6. Any other related duties as may arise

Any other duties and responsibilities appropriate to the grade and role as directed by your line manager

Issue: Feb 2023