

committed to helping everyone live their best life

Working for us is much more than just a job. You'll become one of our own, part of our inspiring Active Tameside family, bound together by a strong sense of belonging which only comes from like-minded people, passionate about helping people to live their best lives.

As an awarding winning and compassionate Charitable Trust we have your health, wellbeing and happiness at heart, offering excellent training, development and career progression, a host of benefits including a local government pension scheme and free Active Premier membership with access to all 7 of our facilities. Membership includes gym, classes, general swim, spa and exclusive Les Mills virtual classes on our app - all worth £34.99 per month.

So, what are you waiting for? Become part of something different and help us make a difference.

PE Coach / Senior Sports Coach (split role)

Salary:	PE Coach - 18.5 hours – Grade D: £21,284.03 p.a. pro rata for part time under 21, £23,176.80 p.a. pro rata for part time age 21+ Senior Sports Coach - 18.5 hours – Grade E: £24,567.41p. a pro rata for part time
Working hours:	37 hours
Contract type:	Fixed term until 31 st August 2025
Closing date:	14 th August 2024
Interview date:	Monday 19 th August 2024
Job Reference:	AT936

how to apply

To apply for this position please fill out the form online or alternatively complete an application form and return it to **HR@activetameside.com** or Human Resources, Active Tameside, Active Ken Ward, Hattersley Road East, Hattersley, Hyde, SK14 3NL.

Application forms can be found on **www.activetameside.com/job-vacancies** or email **HR@activetameside.com**. For help or advice in completing the application form please contact Human Resources on 0161 366 4814.



here for Tameside, not for profit.

Active Tameside is a registered charity which means 100% of our profits go back into ensuring the best possible facilities and services for the Tameside community.

Find out more at activetameside.com/charity



activetameside.com

rota

Senior Sports Coach – 18.5 hours – mainly every morning Monday-Friday/some evening community quality assurance visits may be required.

PE Coach – 18.5 hours – 12.45 – 4.30pm every afternoon Monday-Friday.

job description

To assist the Active Education manager in ensuring the coaching in schools, community and holiday programmes are delivered to the highest standard.

role profile

Role Title:	PE Coach / Senior Sports Coach
Grade:	18.5 hours Grade D & 18.5 hours Grade E
Date:	September 2024
Responsible to:	Head of Education

Accountabilities:

To assist the Active Education manager in ensuring the coaching in schools, community and holiday programmes are delivered to the highest standard.

Role Accountabilities: PE Coach

All our roles play a key part in delivering our strategic themes to achieve our goals:

1. Contribute towards achieving a positive culture in delivering our dynamic and life enhancing strategy and outcomes. Build positive and effective relationships with customers, colleagues, partners and key stakeholders
2. To plan and deliver high quality curriculum and extra-curricular PE and health lessons in line with PE national curriculum in Tameside and Glossop primary schools, along with community and holiday camp settings.
3. To record and collate school pupil assessments/registers on a half termly basis to feedback to schools/schools' development officer on each pupil attainment/attendance within PE lessons
4. To ensure all health and safety guidance is adhered to when delivering sessions in school, community or holiday camp settings.
5. Be a flexible and proactive team member who inspires improvements and developments in people, performance and processes. To inspire a "best in class" approach in representing our brand internally and externally.

6. Live and breathe the vision and values of Active Tameside in a customer focused way to drive us to be the best that we can be. To lead by example and to be an active role model in delivering our policies and procedures.

Role Accountabilities: Senior Sports Coach

1. To perform quality assurance and mentoring visits with all members of staff to ensure high quality delivery and identify training needs (training given for this through an external course)
2. To build relationships with partner primary schools to ensure needs are met and renewal of service level agreements
3. To coordinate the school, community and holiday staffing timetables and all relevant planning and to be the main contact for staff to support them in their roles.
4. To assist employability coaches with the coordination of work experience students across all services
5. To help when necessary in leading team meetings, ensuring all paperwork is complete and up to date each half term and organising cover across all programmes
6. To assist Active Education manager with organising small events and associated marketing
7. To undertake training as required.
8. 8. To attend meetings, webinars and relevant training to maintain professional development and keep abreast of new developments.
9. To actively support the Active Education Manager of new project areas designed to further expand the opportunities available to the primary schools.

Requirements:

Our recruitment process will include you demonstrating these requirements from your application form, interview and/or assessment(s):

Knowledge

National Governing body (NGB) sport qualification to level 2 or above.

Sound knowledge of the PE National Curriculum and standards

Sound knowledge and understanding of sports leadership in a variety of different activities

Knowledge of health and safety requirements when delivering structured sport sessions

Good level of education

Knowledge of equal opportunities issues and appreciation of equal opportunities within service provision.

First Aid and Child Protection Certificates.

Sport related degree or diploma.

Membership of NGB coaches association.

Experience

Experience of delivering sporting activities in a school, community or holiday-based setting

Experience of quality assuring and mentoring other staff and giving open and honest feedback

Experience of working with target groups e.g. people from different cultural backgrounds, people from socially disadvantaged areas and people with disabilities

Experience of updating health and safety records to ensure safety of all participants

Experience of updating and maintaining records

Skills

Excellent organisational and planning skills

Ability to communicate effectively with both children and adults

Ability to motivate others and be self-motivated/enthusiastic

Ability to work in a team

Ability to carry out evaluation and data collection as required

Willingness to work flexibly when required.

Essential Criteria – in bold *Desirable Criteria – in italics*

**our employee
lifecycle**



Hire me

Provide a job role that enables me to utilise my unique talents ensuring individuals are fit for purpose and success.

Develop me

I am supported by managers that will help me develop as an individual to be the best I can be.

Manage my performance

Provide an environment that promotes continuous learning and development. Managers and employees are clear on their mutual expectations and managers provide helpful and constructive feedback.

Engage and motivate me

I am able to participate in decisions that affect me and my team. And concerns I have are dealt with urgently with any issues dealt with sensitively and with emotional intelligence.

Thank me

My time and extra effort are recognised and appropriately rewarded. Leaders and managers show respect for my time.

Wish me farewell

My feedback is appreciated and may enable continued improvements in the workplace for others.