



Judo Head Coach

Job Description

Salary; £23,000 to £27,000 pa

Reporting to; Judo Programme coordinator & Greenhouse Operational Management Team

Location; Ernest Bevin College, SW17.

Purpose of the post: Work as the Greenhouse Judo Programme Head Coach by leading the planning, management & delivery of the Greenhouse Judo programme for pupils at Ernest Bevin College and its feeder primary schools.

General Duties:

1. To lead the planning, delivery and monitoring of all coaching and programme operations in line with Greenhouse Judo programme guidance as directed by the Judo Programme Coordinator & Greenhouse Management Team. Specifically this includes;
 - i) To lead / direct all coaching for programme provision delivered during the school day (including extra curricular coaching provision)
 - ii) To lead / direct all coaching for holiday programme provision during half terms, Easter and school summer holidays
 - iii) To include provision for 1:1, small group & large group / curricular based coaching sessions for programme participants
 - iv) To establish primary school based coaching provision in local feeder primary schools
2. To ensure that all participants are prepared and supported for entering competitions & other events, specifically this includes;
 - i) External competitions & events (including local, regional and national competitions)
3. To line manage, support & develop all assistant volunteer coaches working alongside you on the programme. Including working alongside the Greenhouse Workforce Development Manager & Volunteer Manager to ensure that volunteer assistant coaches attend all relevant & required Continuous Professional Development opportunities.
4. To take responsibility for carrying out all administrative duties required to manage the programme as directed by Greenhouse. Including all Greenhouse & Ernest Bevin College documentation for participant registrations, health & safety, risk assessment and any other policy documentation.
5. To take responsibility for your own continuous professional development by working closely with the programme coordinator and workforce development manager, including attendance at all Greenhouse staff development events and other identified training opportunities and courses.

6. To be committed to all Greenhouse & Ernest Bevin College policies for child protection & equality opportunities and carry out your role within the parameters of such policies at all times.

7. To advocate all charity fundraising and supporter / funder activities by regularly communicating key information and programme progress to the communications and fundraising teams and by regularly attending Greenhouse charitable fundraising events.

Person Specification;

	Criteria	Assessment	Evidence to support assessment
Essential	Experience of leading a school and/or community engagement programme for young people	Application, Interview & References	
Essential	Experience of working with children and young people (preferably in a judo coaching programme setting)	Application, Interview & References	
Desirable (Working towards essential)	NGB level 2 (or equivalent) coaching qualification(s).	Application & Interview	Certificates & other relevant documentation
Essential	Ability to demonstrate strong coaching & leadership skills to young people	Application, Interview (Practical) & References	Practical coaching assessment at interview
Essential	Good verbal and written communication skills	Application	
Desirable	IT skills for operating a PC/Laptop, including Microsoft office word processing, spreadsheet (excel) and e-	Application, interview & references	

	mail functions		
Essential	Excellent time-keeping and reliability as a lead of front line services.	Application, interview & references	
Desirable	Ability to keep accurate records, maintain files and maintain attendance and user information	Application, interview & references	
Essential	Awareness of health and safety issues and ability to identify potential hazards	Application & interview	Practical coaching assessment at interview
Essential	Ability to work on own initiative	Application, interview & references	
Desirable	Ability to learn and adapt and a commitment to life long learning & your own CPD.	Application & interview	Certificates & Qualifications
Essential	Commitment to the provision of a high quality service to the young people and high standards of duty of care for young people	Application & interview	Practical coaching assessment at interview