



JOB DESCRIPTION

Job Title: Part Time Youth Sports Coach
Hours: 3-10 hours per week (zero-hour contract)
Pay: £13.50 per hour

Responsible to: Youth and Family Services Manager

JOB PURPOSE

Deliver a range of movement-based services at the Dome, a community space run by Queen's Crescent Community Association, dedicated to supporting young people aged 8-19 years old and families in Gospel Oak and its surrounding areas in the London Borough of Camden to help community members reach their full potential.

DUTIES AND RESPONSIBILITIES

- Develop and maintain positive relationships with all young people
- Enhance young people's personal and social development through activities which promote informal learning and fun
- Meet young people's individual needs and effectively manage challenging behaviour
- Support young people to deal with problems in a holistic way
- Work with members of the Youth Services team to implement and deliver QCCA's Youth Services Strategy and improve the quality of provision
- Contribute to the planning and development of youth projects and to involve young people in decision making
- Encourage young people to live healthier lifestyles and increase young people's employability
- Actively promote QCCA's Youth Services
- Ensure effective safeguarding of young people
- Attend team meeting
- Undertake relevant administrative duties including monitoring and evaluation of the service and recording outcomes

SCOPE OF ROLE

- QCCA provides a range of services for the community and works with external partners in the voluntary and statutory sectors. QCCA Youth Services are based at The Dome, a purpose-built community, youth, and sports centre which contains a gym, music studio, computer room and large indoor multi-use sports hall.
- The post holder will work as part of the Youth and Family Services team
- The post holder will support volunteers, apprentices and work experience students.

PERSONAL SPECIFICATION

Requirements	Essential	Desirable
Minimum Level 2 qualification in sports work, gym instructor, youth work, or equivalent		*
Minimum 6 months' experience working with people in a youth work or community work setting or similar	*	
Experience working with women and girls in a community work setting or similar	*	
Experience delivering a variety of sports sessions (e.g. football, basketball, fitness, multi-skills)	*	
Experience of planning, delivering and evaluating projects	*	
Able to work as a member of a team	*	
Able to work on own initiative	*	
Able to engage and develop relationships with young people	*	
Excellent communication and listening skills	*	
Commitment to equality and diversity	*	
Willingness to undertake training and continuing professional development	*	
Able to use Microsoft Office (i.e. Word, Excel and Outlook)	*	
Knowledge and understanding of safeguarding issues	*	
Punctual and reliable	*	
Experience coaching participants with challenging behaviour or additional needs (e.g. SEMH)		*
Understanding of marketing and publicity		*
Experience of delivering accredited projects		*

Experience delivering accredited or structured sports programmes (e.g. leadership awards, coaching badges)	*	
First Aid qualification		*
Knowledge of health, fitness and wellbeing principles		*

EQUAL OPPORTUNITIES

QCCA is committed to ensuring equality of opportunity and fair treatment regardless of age, disability, race, sex, religion or cultural beliefs, gender reassignment, marital status and civil partnership, sexual orientation or pregnancy and maternity.

HEALTH AND SAFETY

All staff have a responsibility to ensure the health and safety of all persons accessing QCCA services and/or facilities. QCCA practices safe systems of work in accordance with its Health and Safety Policy.

TO APPLY

Please send your CV and a no more than 1-page motivation letter to QCCA’s Youth and Family Services Manager at: naomi@qcca.org.uk .

CONTACT

For all questions related to the position, or to request needs-based modifications to the application process, please contact QCCA’s Youth Services Manager Naomi at: naomi@qcca.org.uk , or call 020 7267 6635.

