



## JOB DESCRIPTION

Job Title: Part Time Youth Sports Coach (specialist coach)

Hours: Fixed term contract 4 Hours per Week.

Pay: £14.00 per hour

Responsible to: Youth and Family Services Manager

## JOB PURPOSE

A specialist coach will be able to deliver a range of movement-based sports sessions to a high standard, including **basketball, badminton, rounders, football, touch rugby and netball**. This will ensure that all activities are well-planned, engaging, and inclusive, providing young people with high-quality coaching, skill development, and positive sporting experiences in a safe and supportive environment.

## DUTIES AND RESPONSIBILITIES

- Build and maintain positive, trusting relationships with young people, creating a supportive environment that promotes engagement, confidence, and progression in sport.
- Deliver high-quality, structured coaching sessions that develop participants' technical, tactical, physical, and personal skills, ensuring clear progression pathways and measurable outcomes.
- Plan and implement a varied programme of sports coaching (e.g **basketball, badminton, rounders, football, touch rugby, and netball**), adapting sessions to meet the needs of different abilities and ensuring full inclusivity and enjoyment.
- Differentiate coaching approaches to meet individual needs, using effective behaviour management strategies to maintain a safe, respectful, and focused training environment.
- Support holistic development of young people by embedding life skills, resilience, teamwork, leadership, and positive decision-making within coaching sessions.
- Contribute to the design, planning, and continuous improvement of coaching programmes in collaboration with the wider Youth Services team, aligning with organisational strategy and performance goals.
- Encourage and promote healthy, active lifestyles and support young people in developing long-term engagement in sport and physical activity, including pathways into employability and leadership.
- Actively promote the organisation's coaching programmes within the community to increase participation and engagement.

- Ensure the safeguarding and welfare of all participants at all times, strictly adhering to safeguarding policies, procedures, and best practice in coaching.
- Attend and contribute to staff meetings, CPD, and coaching development training to maintain high professional standards and up-to-date practice.
- Maintain accurate records of attendance, progress tracking, session evaluations, and impact reporting to support monitoring and programme improvement.

## 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 Services team
- The post holder will support volunteers, apprentices and work experience students.

## PERSONAL SPECIFICATION

Requirements	Essential	Desirable
Experience delivering sports such as <b>basketball, badminton, rounders, football, Touch Rugby and netball</b> to children and young people in a safe and inclusive environment.	*	
Minimum 1 year of experience working in a youth work, community sports, or physical activity setting.	*	
Experience delivering structured and engaging sports sessions to young people.	*	
Experience delivering accredited or structured sports programmes (e.g. leadership awards, coaching badges)	*	
Experience working with girls in a community or sports-based setting.	*	
Strong ability to plan, deliver, and adapt high-quality coaching sessions across multiple sports.	*	
Ability to work effectively as part of a team and independently when required.	*	
Excellent ability to engage young people and build positive, trusting relationships.	*	

Strong communication and listening skills, with the ability to adapt delivery to different needs.	*	
Experience supporting young people with challenging behaviour or additional needs (e.g. SEMH).	*	
Good understanding of safeguarding procedures and commitment to keeping young people safe.	*	
Commitment to equality, diversity, and inclusive practice in all sessions.	*	
Punctual, reliable, and professional in all aspects of work		*
Confident using Microsoft Office (Word, Excel, Outlook).		*
Willingness to undertake ongoing training and continuous professional development.		*
First Aid and Child Safeguarding 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](mailto: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](mailto:naomi@qcca.org.uk) , or call 020 7267 6635.