

APPOINTMENT OF DIRECTOR OF HOCKEY AT GIFFNOCK TENNIS, SQUASH AND HOCKEY CLUB



Giffnock Tennis Squash & Hockey Club are seeking a Director of Hockey to further continue the progression and development of the hockey section. Giffnock already has an expanding junior hockey section and are currently in the process of developing the club teams. In addition to this we undertake coaching for East Renfrewshire Council to help provide a hockey programme based around local schools to help develop future players.

The position of Director of Hockey is designed to be a person charged with assisting in the creation and delivery of the club's approved programme. The Director of Hockey will oversee all aspects of coaching at Giffnock. The Director of Hockey will be required to ensure that all club coaching sessions are covered either by themselves or by appointing further coaches as part of the role. The Director of Hockey must lead our Gents first team coaching and ensure all other training sessions are covered by a suitably qualified coach. Additional coaches will be a matter of negotiation between the Club and the successful applicant, as will any changes to the programme the successful candidate feels they should propose.

Applicants should send their CV, covering letter and any supporting documentation to hockeyconvenor@giffnock-ltc.co.uk or by post FAO: Max Blanchflower, Hockey Convenor, Giffnock Tennis Squash & Hockey Club, 4 Percy Drive, Giffnock, Glasgow, G46 6PA. Applications close on Monday 2nd May 2022 with the intention being the successful applicant will take up post no later than Monday 1st August 2022.

Job Title:	Director of Hockey
Responsible for:	All Hockey Coaching
Responsible to:	The Hockey Convenor and The Club Management Committee
Rate of Pay:	Competitive – Depending on experience

Qualifications:

- Minimum Level 2 Hockey Coaching Qualification (or equivalent) (Required)
- PVG (Must already have or be willing to undertake)
- First Aid Training (Must already have or be willing to undertake)
- Safeguarding in Sport (Must already have or be willing to undertake)

Skills/Qualities Required:

- Motivate performers and volunteers, and communicate effectively with all participants
- Make all sessions enjoyable and effective
- Provide structured planning and make the best use of pitch time available
- Show an appropriate level of technical knowledge
- Break skills down if appropriate, analyse skills and make improvements
- In depth knowledge of Child Protection and Equality and Diversity Policies with an ability to demonstrate their practical use
- Provide advice on sports science and lifestyle guidance
- Ambitious and wanting to continue the progression that Giffnock has had over the recent years.
- It is essential that you have fantastic people skills and time management.

MAIN DUTIES:

- 1) To coordinate and deliver Giffnock Tennis Squash & Hockey Clubs hockey programme, including the Clubs participation in local schools and Active Schools sessions.
- 2) Consult with team captains and other coaches about the aims of the sessions.
- 3) Be able to provide support and advice to the coaches and assistants within the coaching team.
- 4) Be prepared to delegate organisational jobs which do not need your coaching skills e.g. keeping the register, equipment, ect.
- 5) Brief all coaches and assistants on the aims of the session and the purpose of each activity. Involve all helpers and make sure they are made aware of the value of their input.
- 6) Liaise with the hockey convenor to ensure there are regular, appropriate, competitive opportunities for members.
- 7) Ensure that you are well briefed about any special needs of the participants involved i.e. levels of fitness, significant medical conditions, physical impairments or disabilities.
- 8) Plan and deliver coaching sessions appropriate to the ability of participants.
- 9) Make participants aware of their progress.
- 10) Identify and recruit, in line with club procedures, additional volunteers to assist in the running of club activities e.g. parents.
- 11) Ensure the that the hockey convenor is aware of all club activities and ensure strong links and communication between teams and sections throughout the season.
- 12) Provide information on where the participant can continue to develop in the sport, and liaise with the national structure for talented performers.
- 13) Abide by and promote sound ethics and club policy; child protection, fair play and equal opportunities to all members & Health and Safety procedures. Specifically to ensure the correct culture is employed at each session and that use of inappropriate language is not permitted at any time.
- 14) Be aware of and follow the procedures for recording accidents.
- 15) Ensure that there is an accessible, well stocked first aid kit at the venue and a telephone nearby