

APPOINTMENT OF HEAD OF YOUTH DEVELOPMENT AT GIFFNOCK TENNIS, SQUASH AND HOCKEY CLUB



Giffnock Tennis Squash & Hockey Club are seeking a Junior Hockey Coach to further continue the progression and development of the junior hockey section. Giffnock already has an expanding junior hockey section, that requires someone willing to commit time and effort into progressing the enthusiastic juniors into keen hockey players. 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 Head of Youth Development is designed to be a person charged with assisting in the creation and delivery of the club's junior hockey programme. The Head of Youth Development must be able to attend junior sessions on a Monday and Wednesday (between the hours 3:30pm to 6:30pm) and must be willing to coordinate junior match play.

Applicants should send their CV, covering letter and any supporting documentation to hockeyconvenor@giffnock-ltc.co.uk or by post FAO: Ellie Webber, Hockey Convenor, Giffnock Tennis Squash & Hockey Club, 4 Percy Drive, Giffnock, Glasgow, G46 6PA. Applications close on Friday 31st May 2024 with the intention being the successful applicant will take up post no later than Monday 12th August 2024.

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

Qualifications:

- Minimum Level 1 Hockey Coaching Qualification (or equivalent) (Required); Level 2 Hockey Coaching Qualification (or equivalent) is preferable, or willing to work towards gaining Level 2 Qualification
- 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
- 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) Communicate effectively with the Hockey Convenor.
- 3) Be able to provide support and advice to the 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, etc.
- 5) Brief all 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 junior 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.
- 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.