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## Appendix 4.1.35 : Job Description ~ Community Rugby Coach.

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Gravesend RFC is proud of the home grown talent from our Mini & Youth rugby section that currently fills the ranks of our five regular senior rugby teams. With this in mind we are currently seeking to recruit a Community Rugby Coach to take rugby into local schools and colleges with a view to contributing to the growth of the Mini & Youth Rugby Section.

### **Nature and scope**

As Gravesend RFC's Community Rugby Coach you will be responsible for introducing the game in a variety of formats to male and female age groups from 7 year old children to 18 year old adolescents with the ultimate aim of encouraging transition into Gravesend RFC's Mini & Youth Section.

You will play an active role in making initial contact with primary, junior & secondary schools and colleges, promoting GRFC and offering a variety of rugby based initiatives so suit their particular needs and requirements.

You will develop relationships with school PE co-ordinators with a view to building long term links between the schools and Gravesend RFC.

You will focus on working with the GRFC Mini & Youth Committee to identify squads with low numbers and targeting introducing rugby to those age groups.

Particular emphasis will be placed on increasing the number of girls playing mini rugby and assisting with the formation of U15 & U18 girls rugby squads.

The position is a part time position (20hrs) for an initial 3 month period with an option for a review and extension at 3 month intervals, subject to performance.

### **Responsibilities**

- Liaise with Gravesend RFC's Schools Liaison Officer to deliver a variety of coaching initiatives within local schools and colleges.
- Work with GRFC's Schools Liaison Officer to identify schools and colleges potentially receptive to rugby initiatives and make the necessary introductions.
- Identify mini & youth squads with low squad numbers and target recruitment in those age groups.
- Take a proactive approach toward encouraging female rugby across all M&Y section age groups.
- Listen to the requirements of the schools and plan & deliver suitable coaching sessions from Tag rugby through to full contact sessions.
- In conjunction with our School Liaison Officer organise periodical curtain raising and guard of honour activities prior to 1<sup>st</sup> team home games (approx one per month).
- Maintain adequate records for each coaching session.
- Provide monthly progress updates in an agreed format to the Mini & Youth section committee via the M&Y Chairman.
- Liaise with our Kent RDO to keep abreast of current RFU/RFUW legislation and directive.

## **Key Accountabilities**

- Growth in numbers of players joining Gravesend RFC's Mini & Youth Section.
- Formation of U15 & U18 Girls Rugby Squads.
- Establish direct links with local schools and colleges

## **Person Specification**

### **Qualifications required**

- Educated to a minimum of 'GCSE' standard or equivalent and preferably with at least five GCSEs at grade C or above.
- RFU coaching qualification, preferably Rugby Union Level 1.
- Have or be working toward registration with the RFU Coach Licensing & Registration Scheme
- National Foundation Referees Certificate Part 1 or Entry Level Referee Award Phase 1 preferable
- Recognised First Aid qualification (St Johns / Red Cross / First Aid at Work).

The position is subject to a satisfactory CRB disclosure (via our Child Protection Officer).

### **Experience required**

- Experience of coaching Rugby Union to young people in a range of environments.
- A sound knowledge and understanding of the game and its operation
- Strong understanding of club Rugby

### **Skills & personal attributes**

- Able to communicate effectively and to present a highly professional image when representing the Gravesend RFC.
- Able to establish positive working relationships with teaching staff in schools and colleges.
- Able to balance a determined application of the role with a sense of fun and enjoyment
- Demonstrate a thorough approach to delivery and be able to organize themselves and others effectively.
- A strong empathy with those becoming involved in Rugby for the first time
- Proven time management and prioritization skills
- An effective team member with sufficient flexibility and willingness to take on roles outside his/her normal functional responsibility when required
- Have the stamina, perseverance and flexibility to cope with unsociable hours
- Committed and able to work regular early evening hours to meet the needs of schools and colleges.
- Hold a current driving license and have a car available for work
- Good I.T. skills and be competent in the use of e-mail and Microsoft Word and Excel.