



Harmeny AC Club Development Officer and Club Athletics Coach - Job Description

Typically, the accountabilities may include, but are not limited to:

- Develop, organise and coach weekly Harmeny AC junior athletics sessions;
- Identify opportunities to grow capacity across additional training days and/or venues;
- Deliver a structured holiday programme during Easter and Summer;
- Ensure that athletes have access and are encouraged to take part in appropriate competition throughout the year;
- Ensure that coaching sessions are athlete centred, structured, progressive and of high quality following principles of Long Term Athlete Development;
- Help the club strengthen a sustainable, athlete-centred coaching structure;
- Support the club in increasing its sustainability mainly through volunteer recruitment;
- Support assistant coaches and helpers to develop;
- Work with relevant local and national partners to develop pathways into Harmeny AC;
- Support the monitoring and evaluation of the project and reporting progress to partners.

Harmeny AC Club Development Officer and Club Athletics Coach - Person Specification

Factor	Essential	Desirable
Qualifications and Attainments	<ul style="list-style-type: none"> • Level 2 UKA Coaching Qualification or willing to work towards this quickly (Club will help meet costs of coach education if required) 	<ul style="list-style-type: none"> • Access to transport • Child Protection training • First aid certificate • Driving Licence
Experience & knowledge (in an employed or voluntary capacity)	<ul style="list-style-type: none"> • Experience of working within a sports club environment • Experience of coaching a variety of groups – different age ranges including primary and secondary • Experience and knowledge of working with volunteers 	<ul style="list-style-type: none"> • Knowledge and understanding of athletics development pathways • Knowledge and understanding of sports development pathways (LTAD) • Experience of working effectively with partners
Competencies - Skills & Knowledge	<ul style="list-style-type: none"> • Ability to build effective working relationships • Excellent organisational skills • Well-developed communication skills 	<ul style="list-style-type: none"> • Leadership • IT skills and experience • Ability to prioritise competing deadlines and projects
Additional Requirements	<ul style="list-style-type: none"> • Ability to undertake flexible working hours 	