



## Broxbourne Rowing Club

### Job Description

### Coaching Coordinator

**Job Title:** Part Time Coaching Coordinator

**Location:** Broxbourne Rowing Club

**Responsible to:** Management and Rowing Committees

**Annual Salary:** Up to £5000

**Job Type:** Self employed contract

**Base:** Broxbourne Rowing Club

**Start:** September 2019

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### Job Summary

Broxbourne Rowing Club (BRC) is an inclusive, community orientated and ambitious club. We are looking to recruit a motivated individual for the role of Coaching Coordinator, with the overall aim of improving rowing throughout the club (across all squads: masters, juniors, recreational, development and seniors). The successful applicant will be responsible for creating and leading a coaching community, setting and implementing the strategic direction for coaching at BRC. They will work with the clubs' committees to help build, develop and nurture coaching within the club. As a result they will develop a coaching plan that drives agreed outcomes, develops our existing coaches alongside identifying additional coaches and any individuals who maybe interested in undertaking coaching qualifications whilst also helping to build a training plan in line with the values and aspirations of the club.

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### Equal Opportunities

Broxbourne Rowing Club is an equal opportunities club and as such we actively celebrate diversity. We are committed to creating an inclusive environment for all.

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### Responsibilities

The coaching coordinator will be responsible for:

### Coaching Strategy and Implementation

- Develop, agree and publish a high level coaching strategy with the Rowing Committee
- Publish 3-5 year plan for coaching at the club with outcome based targets incorporating all squads with Vice Captain (VC) input
- Review, develop and publish an annual training and racing plan in agreement with the Rowing Committee

- Support VCs and squad coaches to develop annual goals and focused / key events
- Develop and implement a common language and agreed 'club' style for the whole crew, including coxes
- Determine a clear pathway of progression from squad to squad with support of the rowing committee e.g. Learn to row to Elite

### **Coaching and training**

- Organise coaching education sessions, to improve the standard of coaching and increase the consistency; quarterly as a minimum
- Allocate coaches to squads (with agreement of coaches and VCs)
- Identify potential coaches for formal qualifications and provide encouragement and support for new coaches
- Identify any other training needed at the club and agree this with the rowing committee
- Develop a mentoring system that supports existing and new / less experienced coaches
- Identify any other rewards appropriate for coaches (need to be aware of possible wider implications on other club volunteers and financial approvals)

### **Essential Requirements**

- Excellent Verbal Communication Skills
- Fluent in written and Spoken English
- Proven record of developing and mentoring in a club environment or equivalent
- Good at positively motivating and encouraging others
- Able to provide strategic direction
- The successful candidate will be required to have a DBS check (No previous convictions)
- Available to be at the club some Saturday mornings and some evenings (to engage with the club members and coaches)

### **Desirable Requirements**

- Current First Aider
- Have a recognised Coaching Qualification

### **To apply**

Please provide a mini CV of your rowing, coaching and other wider relevant experience, along with a few paragraphs (1 page) that explains why you are suitable for the role and confirm that you meet the essential requirements.

Please send to [secretary@broxbournerowingclub.org](mailto:secretary@broxbournerowingclub.org) or Broxbourne Rowing Club, Old Nazeing Road, Broxbourne EN10 6QU

Closing date for applications Friday 19<sup>th</sup> July 2019

Applicants may be shortlisted and invited for interview and further evaluation