



JOB DESCRIPTION

Job Title: Head Coach, Stonyhurst Rugby Course

Department: Stonyhurst Enterprises

Line Manager: Enterprises Director

“Stonyhurst” (Stonyhurst College and Stonyhurst Saint Mary’s Hall) is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Job Purpose

The Stonyhurst Rugby Course is a high-end coaching programme for children aged between 10 and 16, to improve and develop their rugby skills.

The Head Coach will be responsible to the Enterprises Director and must work closely with the Enterprises Team for the organisation, management and delivery of the Stonyhurst Rugby Course.

The Head Rugby Coach will be responsible for:

- Devising and delivering the rugby coaching programme
- The maintenance of high standards of rugby coaching
- The monitoring of both staff and pupils to promote enjoyment, progress and maximum benefit for all
- The safety and well-being of pupils

Key Tasks and Responsibilities

- To be primarily responsible for developing and implementing the rugby coaching programme
- To enhance the rugby playing experience for all pupils by delivering a comprehensive coaching & rugby programme
- To inspire, encourage and assist each pupil, improving their skill set and develop a culture of continuous improvement

- To model best practice in all aspects of rugby related coaching and competitive rugby provision
- To ensure that all rugby related policies and code of practice are relevant and reviewed regularly, alongside the Enterprises Director and Enterprises Manager
- To be responsible for the creation and management of the rugby coaching programme
- To be responsible for ensuring the delivery of relevant high quality rugby coaching
- To ensure a clearly defined and comprehensive coaching programme through which players can progress
- To support the development of individual players as well as the growth and development of rugby as a significant sporting entity at Stonyhurst
- To be positive, fully committed and to support the strategic aims and direction of the Stonyhurst Rugby Course wholeheartedly

Management Duties

- To ensure that the activity programmes are implemented
- To maintain the necessary staffing levels and adhere to staff to pupil ratios
- To ensure efficient record keeping including incident reports etc
- To maintain a presence whilst the Rugby Course is in session
- To seek to motivate and encourage staff and children during the Rugby Course
- To liaise with administrative staff
- To review and provide risk assessments for activities taking place whilst the course is in session

Welfare Duties

All staff must have an overriding responsibility for the students' welfare and safety at all times during the course.

- To have read and understood the Stonyhurst policies concerning pastoral care and the protection of children set out in the Staff Handbook and ensure all staff adhere to these policies
- To have read and passed Level 1 & 2 of the Lancashire Safeguarding Children Boarding E Learning Course before the course commences (proof of certificate required)
- To maintain student safety as a top priority and follow the Stonyhurst guidelines on Health and Safety contained in the Staff Handbook
- To be diligent in carrying out supervisory duties according to the guidelines in the Staff Handbook
- To be aware of the duties of both teaching, activity and tennis staff
- To be conversant with the School policies regarding the welfare and protection of the students
- To oversee the implementation of the school Health and Safety policies
- To wear the ID when on duty

Professional and Personal Qualifications

- To be committed to the safeguarding and welfare of children and young people

- To be in sympathy with the Stonyhurst ethos and tradition and be able to support the ideals set out in the Mission Statement
- To have experience of working in a similar environment and/or role
- To enjoy working with young people
- To have excellent organisational skills
- To have good time management skills and be able to prioritise tasks
- To have good communication skills, written and verbal
- To be able to build positive professional relationships with colleagues
- To have the ability to be a team player but also be able to use own initiative when necessary
- To be discreet, tactful, approachable and diplomatic
- To be flexible and adaptable to the operational needs of the Stonyhurst Rugby Course