

Job Description

JOB TITLE:	Adventure Sport Coach
GRADE:	Grade H
POST NUMBER:	TBC
DIRECTORATE:	Children's Services
SERVICE:	Young Tower Hamlets
RESPONSIBLE TO	Adventure Sport Coordinator
RESPONSIBLE FOR:	No direct reports
DBS REQUIREMENTS:	<p>This post requires a DBS check:</p> <ul style="list-style-type: none"> • Enhanced with Barred list check (Both Adult and Child Workforce). <p>This post is not politically restricted.</p>
JOB SUMMARY:	<p>To support with the development and delivery of high-quality outdoor activity and sport sessions and programmes to the local community as part of Council's Young Tower Hamlets offer.</p> <p>To work in partnership with a range of public, private and voluntary organisations to demonstrably increase participation in sport and physical activity in Tower Hamlets.</p>
ROLE REQUIREMENTS:	
1. To deliver the aims and objectives of the Young Tower Hamlets adventure learning offer.	
2. To deliver high quality outdoor activity and adventure learning programmes to the local community via day-time sessions with Schools, local community groups and youth groups, community events and open-access youth sessions. Activities on offer include canoeing, kayaking, indoor rock climbing, mountain biking, inclusive cycling, BMX, artificial caving and skating.	
3. To support with the full delivery and quality assurance of national accredited programmes such as the Duke of Edinburgh's Award and Sports Leaders Awards, Paddle UK and National Indoor Climbing Award Scheme (NICAS) including delivery and management of DofE Expeditions and Expedition Training.	
4. To assist in the management of the Team's works programme and to ensure appropriate and safe standards of work and activity delivery are maintained.	

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5. To supervise groups and adults during activity delivery as per Service Operating Procedures and Risk Assessments and National Guidance.
6. To support the team with the planning and organising of sessions, courses and activities, including the booking of facilities and groups and the programming of sessions and staffing.
7. To complete appropriate planning, monitoring, risk management and evaluation of sessions, off-site visits and expeditions.
8. Ensure all off-site visits and expeditions are planned properly using the EVOLVE system to record and approve visits.
9. To promote and market the Young Tower Hamlets Sport & Adventure Learning programme to schools, organisations and residents in the borough.
10. To work with all members of Young Tower Hamlets to keep records, reports and statistics and carry out general administrative duties, including completing and collating monitoring information, replying to booking enquiries and supporting with the design of the Sports & Activity Programme.
General Terms
11. To maintain personal and professional development to meet the changing demands of the job and participate in appropriate training/development activities including the council's performance, development and review scheme.
12. Ensure that all duties and responsibilities are discharged in accordance with the council's policies and procedures, Code of Conduct and relevant regulations and legislation. To comply with the council's equal opportunities and diversity policies ensuring anti-discriminatory practice within the service area.
13. To undertake additional duties that may arise from time to time commensurate with the grade of the post.

OTHER CONDITIONS:

To maintain personal and professional development to meet the changing demands of the job and participate in appropriate training/development activities including the council's 'My Annual Review' scheme.

To engage and develop all staff in the team to ensure they have clear personal development plans.

Ensure that all duties and responsibilities are discharged in accordance with the council's policies and procedures, Code of Conduct and relevant regulations and legislation.

To comply with the council's equal opportunities and diversity policies ensuring anti-discriminatory practice within the service area.

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To undertake additional duties that may arise from time to time commensurate with the grade of the post.

As and when required, to be able to work evenings and weekends with appropriate notice.

To drive council vehicles as and when appropriate.

Person Specification for the Post of Adventure Sports Coach		Essential or Desirable	Method of Assessment Application, Test, Interview
Knowledge	Good understanding of physical activity and adventure sport as a learning and development tool	D	A,I
	Can assess the needs of young people and adults and adapt activities accordingly	D	I
	Understand the principles and values of informal education and youth work	D	A,I
	Has a good understanding of Health and Safety in relation to working in outdoor and adventure sport contexts	D	A/I
Qualifications & Experience	National Governing Body qualified, preferably at level 2 or equivalent (E.g. competency based training), as a coach/instructor in one or more adventurous activities (e.g. rock climbing, paddling, cycling, DofE Expeditions)	E	A
	Hold an appropriate Outdoor First Aid qualification or work towards achieving this within 6 months of appointment	E	A
	Experience of working with young people in an inner-city environment	E	A/I
	Experience of working with members of the public	D	A/I
<p>Living the TOWER Values sets out the essential behaviours required of all staff. They are aligned to the organisation's five TOWER Values</p>			

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We work TOGETHER across boundaries and with partners to achieve the best outcomes for Tower Hamlets	Good communication skills and can communicate with others effectively.	E	I
We are OPEN and transparent	Is experienced and competent to work with young people and members of the community.	E	A/I
We are WILLING to challenge, innovate and be accountable	Willingness and record of actively pursuing continual professional development	E	A
We empower each other to be EXCELLENT and go the extra mile	Evidence of previous good practice and delivery of high standards with other employment	E	A/I
We RESPECT all communities, they are the heart of everything we do	Commitment to the principles and practice of equality and diversity in employment and service delivery including challenging of inappropriate values and behaviour	E	A/I
	Ability to reflect diversity issues in their monitoring and evaluation of work	E	I
Additional Requirements	Willingness to work evenings and weekends subject to notice.	E	I
	To comply with the requirement to carry out a DBS check.	E	A
	Willing to travel to various sites and locations	D	I
	Willingness to work and stay in rural and basic accommodation including tents.	D	I
	To hold a valid UK Driving Licence and drive council vehicles as appropriate	D	A