



Job Title: Junior Sport – Casual Coach

Unit/School: Cardiff Met Sport

Grade: 2A/B

HERA: CMETS12

Core purpose of role

Our Junior Sport – Casual Coaches work with the coaching team to maximise the participant experience within the Junior Sport Programme. They help to make Cardiff Met the place for inclusive and welcoming Junior Sport activities.

You will work with the coaching team to maximise the participant experience in the Junior Sport Programme. Making Cardiff Met the place for inclusive and welcoming Junior Sport activities.

Using your knowledge and experience within the sport advertised you will support with planning and delivery of inclusive, safe, and effective coaching sessions for a range of participants, using appropriate equipment and methods.

Coaching hours will be provided and agreed in advance with the Junior Sport Manager and Head Coach. Hours will be determined and available based on the timetable of provision for each Junior Sport programme.

Our Junior Sport - Casual Coaches are casual members of staff who are integral ensuring that Cardiff Met Sport can provide best in class service to our customers.

Key responsibilities and contributions

1. Plan, deliver, and continuously evaluate and review engaging and progressive coaching sessions.
2. Plan and record activities that will help the participants achieve their aims.
3. Support the Head / Lead Coach to plan and safely prepare inclusive coaching activities appropriate to the participants.
4. Provide the Head Coach and Junior Sport Manager with any data relating to assessments and attainment levels for participants. Providing advice on any changes in term of the children progressing to the next stage or level.
5. Assist the Head Coach or Junior Sport Manager in ensuring that the service provided is always operated in accordance with the current legislation and statutory requirements, in particular, child protection and Health & Safety

6. Support the Head coach to prepare safe activity areas using your knowledge of how to safely set up, dismantle and store equipment.
7. Use your knowledge of industry legislation, organisational policies and procedure and best professional practice to provide a best-in-class service.

Person specification

Essential qualifications / Professional memberships

1. A recognised Level 1 Coaching Qualification in a relevant sport.

Essential experience, knowledge and skills

1. Experience coaching Children in a school, club, or recreation environment.
2. Superb verbal and written communication skills, able to work collaboratively with service users and stakeholders from across the organisation.
3. Knowledge and experience of setting up, dismantling & utilising sporting equipment in relation to the role of coaching.
4. Excellent planning and organisational skills, able to effectively prioritise your own work to achieve objectives.

Desirable

1. A recognised Level 2 Coaching Qualification in a relevant sport.
2. Safeguarding & Protecting Children Qualification.

Welsh skill requirements

Welsh is essential to our students and staff and is a key part of our provision and services. For every position at Cardiff Met, proficiency in Welsh language is either essential or desirable. You can find information about the levels by viewing our booklet: [Welsh language skills levels](#). If a skill is listed as essential in the table below, please ensure you demonstrate this in your online application form.

Language level and general descriptor	Listening	Reading	Speaking	Writing
A1 – Beginner Can understand and use familiar everyday expressions and very basic phrases in Welsh.	Desirable	Desirable	Desirable	Desirable



A2 - Basic user Can deal with simple, straightforward information and communicate in basic Welsh.				
B1 - Intermediate user Can communicate, to a limited level, in Welsh about things that are familiar and/or work related.				
B2 - Upper intermediate user Can express myself in Welsh on a range of topics and understand most of a conversation with a native speaker.				
C1 - Fluent user Can communicate fluently in Welsh.				
C2 - Master user Can communicate fluently on complex and specialist matters in Welsh.				

Disclosure & Barring Service requirements

This post requires an enhanced DBS child barred list check.

Supporting information

The University is a dynamic organisation and changes may be required from time to time. This job description and person specification is not intended to be exhaustive.

The University is committed to the highest ethical and professional standards of conduct. Therefore, all employees are expected to have due regard for the impact of their personal behaviour and conduct on the University, students, colleagues, business stakeholders and our community. Each employee must demonstrate adherence to our Code of Professional Conduct. In addition, all employees should have particular regard for their responsibilities under Cardiff Metropolitan University's policies and procedures.