ROLE TITLE:	**RECREATIONAL LEAD**
REPORTS TO:	**Club Director**
SALARY RATE:	**Subject to Qualification**
HOURS:	**5hrs per week non-coaching + flexible no. coaching hours**

REQUIRED QUALIFICATIONS:

- L2+ Coaching qualification (WAG preferred)
- Current BG Membership & PVG Scheme Record
- Up-to-date Scottish Gymnastics Safeguarding qualification
- Positive Coaching and Best Practice in Flexibility modules completed

REQUIRED EXPERIENCE & SKILLS:

- Minimum 3 years experience as a lead coach developing gymnasts within recreational pathways
- Ability to communicate effectively and manage team members positively
- Track record of mentoring trainees and supporting the development of staff
- Efficient organisational, planning & time management skills to fulfil your duties

DESIRABLE EXPERIENCE & SKILLS:

- Track record of successful annual planning & programming to achieve goals
- Previous experience in a managerial or mentor role within a large team / organisation
- Additional coaching qualifications to offer expanded opportunities to our gymnasts
- Ability to work independently and take initiative to deliver high-quality results

ROLE PURPOSE:

- To deliver high-quality training for progression and positive experiences at recreational level
- To plan, evaluate and review our training programme consistently to maximise what we offer
- To ensure regular feedback and proactive communication is available to parents and gymnasts
- To provide a well-managed, smoothly-linked developmental pathway in our recreational section
- To support the administrative workload involved in operating the club

KEY RESPONSIBILITIES:

- Plan, review & input into the development of the club's Recreational programme to support our gymnasts getting the most out of their experience in the sport
- Administer the club's Progress Checks, including managing the coaching staff in carrying them out
- Organise and co-ordinate the club's Holiday Camp programme to complement the annual timetable and provide additional opportunities for children to enjoy the sport
- Attend any events and CPD as needed, including those of gymnasts you don't personally coach, to ensure we can provide opportunities for all our gymnasts each year
- Assist in planning and delivering the club's annual event calendar, including Club Championships
- Communicate regularly with parents & gymnasts to maintain clear standards and expectations
- Organise at least one social occasion per year for our non-competitive gymnasts
- Collaborate on organising at least one social occasion per year for our staff team
- Meet with the Club Director at least once per month to review the structure, content & direction of the recreational class programme

GENERAL RESPONSIBILITIES:

- Enhance the growth & development of our staff, volunteers and gymnasts through mentoring, training & opportunities to gain experience where appropriate
- Fulfil all the regular duties expected of a member of the coaching team during shifts
- Act in a responsible & appropriate manner at all times in accordance with the club's Codes of Conduct, Safeguarding Policy (and related policies) and best ethics & practice
- Maintain & update your required qualifications in line with Scottish & British Gymnastics policy

NOTE: The above list is not regarded as exclusive or exhaustive, as there may be other duties and requirements that the successful candidate may be required to perform from time to time, in consultation with the Club Director & Board of Trustees.