

Squash Head Coach

Job Ref: REQ181064

As part of the University's ongoing commitment to redeployment, please note that this vacancy may be withdrawn at any stage of the recruitment process if a suitable redeployee is identified.

Job Description

Job Grade: Management & Specialist, Grade 6

Job Purpose

To create and deliver a coaching programme for the high-performance squash team(s) at Loughborough University.

General Overview

The post will involve coaching the high-performance squash team(s) whilst assisting in development of the student squash club as a whole. This role will be primarily focused on 'hands on' coaching but there will also be some associated programme management and administrative responsibilities. The coach will have a role in assisting the Athletic Union (AU) club and the Squash Performance Programme Manager in liaising with the Sports Development Centre (SDC), AU and other coaching staff.

It is expected that the Head Coach takes an active role in working with the SDC, England Squash and the AU club in creating a strategy for the development of high-performance squash at Loughborough.

Reporting to the Squash Performance Programme Manager the post holder will work closely with Performance Support staff in the SDC to develop effective sports science and medicine support programmes for the high-performance squash players.

The Head Coach will be closely involved in the admissions process and will be proactive in recruiting high quality student-athletes to Loughborough University. In addition, the Head Coach will play an important role in identifying and supporting potential Loughborough Sports Scholars, (including Talented Athlete Scholarship Scheme (TASS) Scholars).

Main Duties and Responsibilities

The role of the Head Coach will encompass several key areas of operation for the squash high-performance team(s). The post holder will be expected to:

Strategic Development

- Lead on the development, implementation and monitoring of a strategic plan for the development of squash at Loughborough University through positive working relationships in conjunction with SDC, England Squash, the Athletic Union and the student squash club committee.

Club Management

- Support the squash club in the creation and operation of a management structure for the high-performance team(s) in the Loughborough Students' (LS) Squash Club.
- Support the LS Squash Club committee in creating an effective management structure for the squash club which centres around the development of talent pathways.

Performance Programme

- Create and run an effective coaching programme for the high-performance team(s) so that they can compete successfully within both student (BUCS) and, where appropriate, national (NGB) competitive structures. This includes development of appropriate annual training programmes covering pre-season as well as competitive season programmes.
- Where necessary recruit, direct and manage the additional assistant coaching staff required for the effective coaching and development of the high-performance team(s).
- Co-ordinate and drive the delivery of performance support services (sports science, sports medicine and strength and conditioning) to the high-performance team(s).
- Work with the LS Squash Club to ensure that all members of the squash club receive high quality coaching commensurate to their ability and potential.
- Liaise with the LS Squash Club Fixture Secretary and Club Committee to create an appropriate competitive structure for the high-performance team(s).
- Work proactively to recruit high level squash players to Loughborough University (and where appropriate Loughborough College).
- Provide pastoral support and care to high-performance team members in conjunction with other coaching, academic and performance sport staff (i.e. ACE or PALS mentors).
- Identify potential sports scholars (e.g. Loughborough Student Sport Foundation, Talented Athlete Scholarship Scheme) and manage the funding for individual performers.

Budgetary Responsibilities

- Work with the Squash Performance Programme Manager to prepare, manage and monitor a University budget for the high-performance squad.
- Participate in the development of income generating activities that can financially support the high-performance squad.

Public Relations

- Work with other SDC and AU staff to promote the profile of Loughborough Students Squash Club. This may include activities such as:
 - Providing regular information for use on SDC or AU noticeboards, websites and other promotional publications;
 - Assisting in the recruitment of club sponsors

General Requirements

- Contribute to the sharing of coaching ideas and skills within the high-performance educational and sport forums available on campus.
- Actively participate and contribute to the 'Coaching Community' of coaches on campus.
- Actively work to promote Loughborough University sport and Loughborough Students squash generally.
- willingness to travel and work away from home mainly in the UK.

Points to Note

The purpose of this job description is to indicate the general level of duties and responsibility of the post. The detailed duties may vary from time to time without changing the general character or level of responsibility entailed.

Special Conditions

It is recognised that coaches working at this level will often have links with representative sides. This is seen as advantageous as long as it does not interfere with the work as defined.

It will be necessary to work outside normal office hours including some work in the evenings and at weekends.

All staff have a statutory responsibility to take reasonable care of themselves, others and the environment and to prevent harm by their acts or omissions. All staff are therefore required to adhere to the University's Health, Safety and Environmental Policy & Procedures.

All staff should hold a duty and commitment to observing the University's Equality & Diversity policy and procedures at all times. Duties must be carried out in accordance with relevant Equality & Diversity legislation and University policies/procedures.

Successful completion of probation will be dependent on attendance at the University's mandatory courses which include Respecting Diversity and, where appropriate, Recruitment and Selection.

Organisational Responsibility

Reports to the Squash Performance Programme Manager.

Person Specification

Your application will be reviewed against the essential and desirable criteria listed below. Applicants are strongly advised to explicitly state and evidence how they meet each of the essential (and desirable) criteria in their application. Stages of assessment are as follows:

- 1 – Application
- 2 – Test/Assessment Centre/Presentation
- 3 – Interview

Essential Criteria

Area	Criteria	Stage	
Experience	Significant experience of coaching high-level players and/or talented young squash players.	1,2,3	
	Proven experience in the development of long-term squash coaching programmes.	1,3	
	Previous experience of using Microsoft Office (Word, Excel, Access and PowerPoint).	1,3	
Skills and Abilities	Proven squash coaching ability.	1,2,3	
	Knowledge of current squash coaching and training processes.	1,2,3	
	Excellent communication, player management and motivation skills.	3	
	Strong leadership skills.	1,3	
	Ability to work within the framework of the Loughborough Sport Performance Charter.	1,3	
	Excellent organisational, administrative and time-management skills.	1,3	
	IT skills necessary for analysis, report writing and general communication.	1,3	
	Training	Willingness to update First Aid and Health & Safety requirements and work towards more advanced coaching awards and qualifications.	1,3
		Qualifications	A Level or Equivalent.
	Squash coaching award (at least level 2) or equivalent.		1,3
Other	Knowledge of the regional, national and England Squash landscape.	1,3	
	Willingness to work irregular hours as necessary.	1,3	
	To observe the University's Equal Opportunities policy at all times.	1,3	

Desirable Criteria

Area	Criteria	Stage
Experience	Experience of University level squash.	1,2,3
Qualifications	Sport related degree or equivalent experience.	1,3
	Squash coaching award (level 3) or equivalent.	1,3

Conditions of Service

The position is a part-time (0.4 FTE) working 14.8 hours per week and fixed-term until 31 July 2020. Salary will be on Management and Specialist Grade 6, £30,395 - £39,609 pro-rata per annum, subject to an annual pay award, at a starting salary to be confirmed on offer of appointment.

The appointment will be subject to the University's normal Terms and Conditions of Employment for grades 6 and above staff, details of which can be found [here](#).

The University is committed to enabling staff to maintain a healthy work-home balance and has a number of family-friendly policies which are available at <http://www.lboro.ac.uk/services/hr/a-z/family-leave-policy-and-procedure---page.html>.

We also offer an on-campus nursery with subsidised places, subsidised places at local holiday clubs and a childcare voucher scheme (further details are available at: <http://www.lboro.ac.uk/services/hr/a-z/childcare-information---page.html>

In addition, the University is supportive, wherever possible, of flexible working arrangements. We also strive to create a culture that supports equality and celebrates diversity throughout the campus. The University holds a Bronze Athena SWAN award which recognises the importance of support for women at all stages of their academic career. For further information on Athena SWAN see <http://www.lboro.ac.uk/services/hr/athena-swan/>

Applications

The closing date for receipt of applications is **16 January 2019**. Interviews will be held on **Wednesday 30 January 2019**.