

## Cycling Coach

Job Ref: REQ221582

**As part of the University's ongoing commitment to redeployment, please note that this vacancy may be withdrawn at any stage of the recruitment process if a suitable redeployee is identified.**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 (MA6)

#### Job Purpose

To create, deliver and lead a commercial cycle coaching service at Loughborough University.

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

#### General Overview

The post will involve split roles between commercial cycle coaching (0.6 FTE) and coaching student-athletes within the university cycling team programme (0.4 FTE).

##### Commercial Cycling Coaching

The post will involve the creation and delivery of a commercial coaching service within the Loughborough Sport Services. This role will be primarily focused on delivery of online training prescription and communication with members of the public, as well as working closely with existing Loughborough Sport commercial services.

##### Cycling Programme Coaching

The post will primarily involve coaching the high-performance cycling programme and elite development women's lightning race team, whilst assisting in development of the student cycling club as a whole. This role will be primarily focused on delivery of individualised coaching, training prescription and analysis, as well as 'hands on' technical and tactical coaching at local circuits. The coach will have a role in assisting the Athletic Union (AU) club and the Cycling Programme Manager in liaising with the Sports Development Centre (SDC), AU and other staff.

It is expected that the coach takes an active role in working with the programme manager, the SDC, and the AU club in contributing to a strategy for the development of high-performance cycling at Loughborough.

Reporting to the Cycling Programme Manager, the post holder will work closely with other members of the cycling performance support staff in the SDC to develop effective sports science and medicine support programmes for the high-performance cyclists.

#### Main Duties and Responsibilities

The role of the coach will encompass leading the commercial cycling arm and supporting the cycling programme manager in several key areas of operation for the cycling high-performance team(s). The post holder will be expected to:

## **Commercial Services**

- Design, implement and review the strategic plan for the development of commercial cycle coaching at Loughborough University.
- Provide training plans, reports and feedback for customers to ensure they receive a high-quality coaching service.
- Contribute to the marketing and the use of social media to promote the service.
- Work with the Technical Relationships Manager and performance support service multi-disciplinary team to provide collaborative commercial cycle offers including physiology, S&C, nutrition and physiotherapy.
- Continually review the quality and impact of the commercial service.
- All aspects of administration and co-ordination involved with the role. This includes basic administration such as photocopying, filing, co-ordination of meetings, minute taking and handling telephone calls.
- Contribute to the provision of physiological lab and field based cycle testing alongside the physiology support services.

## **Performance Programme**

- Assist the programme manager in development, implementation, and monitoring of a strategic plan for the development of cycling at Loughborough University through positive working relationships in conjunction with SDC, British Cycling, the Athletic Union and the student cycling club committee.
- Run an effective coaching programme for the high-performance cycling team(s) so that they can compete successfully at national and international races as well as within BUCS. This includes development of appropriate annual training programmes covering pre-season as well as competitive season programmes.
- Where necessary work with additional assistant/voluntary coaching staff required for the effective coaching and development of the high-performance team(s).
- Collaborate effectively with the performance support services (sports science, nutrition, sports medicine and strength and conditioning) to the high-performance team(s).
- Assist the programme manager to proactively recruit high level cyclists to Loughborough University (and where appropriate Loughborough College), including identifying potential sports scholars (e.g. Loughborough Student Sport Foundation, Talented Athlete Scholarship Scheme).
- 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).
- Assist in the delivery of race-day support to the BUCS and Lightning race team(s).
- Build relationships with academic schools and departments to assist with collaborative research projects related to performance cycling.

## **Budgetary Responsibilities**

- Prepare, manage the monitor the budgets and income generation of the commercial coaching services.

## **Public Relations**

- Work with other SDC and AU staff to promote the profile of Loughborough Students Cycling Club, Loughborough Cycling Academy, and Loughborough Lightning. 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 Cycling 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**

The post will require working in the evenings, weekends and on bank holidays and University closure days when required.

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

## 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 delivering a commercial cycle coaching service, including remote coaching services.	1,2,3	
	Significant experience of coaching high-level cyclists, specifically road and time trial disciplines.	1,2,3	
	Proven experience in the development of long-term cycle coaching programmes.	1,3	
	Previous experience of using Microsoft Office (Word, Excel, Access and PowerPoint).	1,3	
	Previous experience of using cycle coaching platforms (Training Peaks, Today's Plan, Cycling Analytics, Golden Cheetah)	1,3	
Skills and abilities	Strong team-working and inter-disciplinary skills	1,2,3	
	Strong people skills and able to build a psychologically safe working environment.	1,2,3	
	Proven cycle coaching ability with high-level cyclists	1,2,3	
	Knowledge of current scientific cycling coaching and training processes.	1,2,3	
	Excellent communication, athlete management and motivation skills.	3	
	Excellent soft skills of time management with multiple coached athletes.	1,3	
	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	Cycling coaching qualification	1,3
		Sport science related degree or equivalent experience.	1,3
Full clean UK driving license		1	
Other	Knowledge of the national and international cycling 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 coaching within a UCI Continental or higher level team.	1,2,3
	Experience of providing physiology support to cyclists, and carrying out standard physiological laboratory and field based assessments.	1,3
Qualifications	Post-graduate degree (MSc/PhD) in sport science or related subject.	1,3

## Conditions of Service

The position is a fixed term full-time appointment. Salary will be on Management and Specialist grade 6 [currentpaystructure.pdf \(lboro.ac.uk\)](#)

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 **08/01/23**. Interview date TBC.