



## Athletics Throws coach

Job Ref: REQ260014

**As part of the University's ongoing commitment to redeployment, please note that this vacancy may be withdrawn at any stage of the recruitment process if a suitable redeployee is identified.**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: Operational Services grade 5**

#### Job Purpose:

- With support from the Head of Throws, lead, plan and implement a Throws programme for Loughborough University and College Sport (BUCS) competition
- As part of the Loughborough Athletics staff, support a culture of excellence, innovation and learning that supports student athlete development throughout athletics at Loughborough University.
- In conjunction with the Director of Athletics and David Ross Education Trust (DRET) Head of Sport, lead, plan and implement a Talent ID programme for DRET schools and Charnwood College

#### Key Tasks:

- Run an effective Throws coaching programme so that athletes can compete successfully within student (BUCS) competition. This includes development of appropriate annual training programmes, with support as required.
- Plan and deliver one to one coaching sessions in accordance with the athletes development programme's and competition needs.
- Support the Lead for Throws with the delivery of the athletics strategy and performance plan
- Support the England Athletic Event Group Lead (EGL) for Throws with the development of the England Athletics (EA) athlete pathway
- Support the Head of Sport at The David Ross Education Trust and lead on the delivery of a new Talent ID strategy, along with the development of Throws coaching and athletics across the Trust.
- Work across the David Ross Education Trust delivering opportunities in Primary and Secondary settings.
- Lead on and deliver CPD opportunities within Throws across the David Ross Education Trust.
- Contribute to competitive success in BUCS and other competitions as appropriate.
- Support the delivery of the England Athletics development project with Event Group Leads (EGL)

#### Responsibilities:

##### Staff – Development and Delivery

- Work with other EA, DRET and Loughborough Sport staff to promote the profile of athletics at Loughborough University, the David Ross Education Trust, nationally and internationally.
- Work with student committees, Loughborough Sport, Athletic Union and other volunteers to ensure the smooth running of Throws.

- Where necessary liaise with the Head of Throws in relation to athlete recruitment, development, training and programmes.
- Work proactively with the head of Throws, DRET and EA to recruit high level throws athletes to Loughborough University and Charnwood College
- Work with a range of teachers across primary and secondary academies to upskill within throws.

### **Public Relations**

- Work with other Loughborough Sport staff to promote the profile of Throws at Loughborough University.

This may include activities such as:

- Providing regular information for use on Loughborough Sport or AU websites and other promotional methods.
- Supporting club sponsors events.
- Promotion and reporting of work delivered across DRET academies

### **General Requirements**

- Fully engage in a personal development programme directed by the LU Head of Throws and EA EGL for Throws.
- Contribute to the sharing of coaching ideas and skills within the Throws coaching group
- To promote adherence to ethical guidelines and regulations with regard to drugs and doping in sport, in line with UK Anti-Doping (UKAD) guidelines and the Loughborough University 'Clean Sport' commitment.

### **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 Equity & Diversity policy and procedures at all times. Duties must be carried out in accordance with relevant Equity & 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 Loughborough Lead for Throws

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The post holder will be required to provide a disclosure statement (see <http://www.gov.uk/disclosure-barring-service-check>) for more details

### **Disclosure and Barring Service Check:**

This post is subject to the Rehabilitation of Offenders Act (Exceptions Order) 1975 and as such it will be necessary for a submission for Disclosure to be made to the Disclosure and Barring Service (formerly known as CRB) to check for any previous criminal convictions.

## 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	Experience of coaching throws athletes.	1,2,3
	Experience of throws development at regional or national level	1,3
Skills and abilities	Proven throws coaching ability.	1,2,3
	Knowledge of current coaching and training processes.	1,2,3
	Excellent communication, athlete management and motivation skills.	1,3
	Excellent organisational and time-management and skills.	1,2,3
	IT skills necessary for analysis, report writing and general communication.	1,3
Qualifications	Athletics coach or former Level 2 (or equivalent) [or the willingness and ability to achieve within 12 months of starting the role]	1,3
Training	Willingness to update First Aid and Health and Safety requirements for athletics and work towards more advanced coaching awards and qualifications.	1,3
Other	Willingness to work irregular hours as necessary.	3
	To observe the University's Equal Opportunities policy at all times.	1,3
	To provide a satisfactory disclosure statement (see <a href="http://www.homeoffice.gov.uk/agencies-public-bodies/dbs/">http://www.homeoffice.gov.uk/agencies-public-bodies/dbs/</a> ) for more details.	1,3

### Desirable Criteria

Area	Criteria	Stage
Experience	Previous experience of using Microsoft Office (Word, Excel, Access and PowerPoint).	1,2,3
	Proven experience of coaching performance athletes	1,3
	Proven experience in the development of long-term coaching programmes.	1,3
	Previous experience of working in schools, or coaching children aged 10 – 16, and how you'd adapt delivery for different ages and abilities.	1,2,3
Skills and Abilities	Proven Knowledge of athletics	1,2,3
Qualifications	Event group lead or Level 3 coaching award (or equivalent).	1,3
	Sport related degree or equivalent experience.	1,3

## Conditions of Service

The position is part time (22.2 hours per week, 0.6 FTE) and fixed term until 30<sup>th</sup> September 2026. Salary will be on [Operational Services Grade 5](#) 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 Academic and Related staff/Operational and Administrative 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 equity 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/>