

University Performance Tennis Coach

Job Ref: REQ260419

School/Department summary:

Loughborough Sport is the overarching sport and physical-activity Professional Service of Loughborough University. It covers a wide spectrum: elite performance sport, recreational sport, coaching and volunteering, facilities, student clubs, and inclusive programmes.

Job Description

Job Family and Grade: Management and Specialist Grade 6 (MA6)

Job Purpose

To lead the University's performance tennis provision working in line with the Head Coach and the interdisciplinary team to provide sector leading coaching provision and programme development for all players within the university performance programme.

To be responsible and accountable for the coaching and development of identified individuals within the programme.

Job Duties

- To lead and manage aspects of the delivery of the tennis performance programme.
- To deliver coaching and work as a part of an inter-disciplinary team to help achieve the aims of the university tennis programme, including working with the head coach to plan, deliver and review an extensive coaching and programme.
- To plan and deliver coaching to individual players and squads throughout the year including on campus, university events and individual tournament support or remotely when required.
- Support in the pursuit of key strategic aims in line with the Tennis Game Plan and wider department strategy and targets.
- Co-create, track and monitor Individual Development Plans (IDPs) for identified players, incorporating academic, holistic development and tournament schedules.
- Support the head coach in all aspects of player recruitment activity including University Open Days, Tennis experience days and identified tournament visits.
- Lead on the use of video and performance analysis to the university performance squad, including coordinating with the Head of Performance analysis and PA volunteers.

- Work with the Head Coach and Performance lifestyle team to ensure players are achieving academically whilst thriving on the court.
- Work with Head coach, wider AU club committee and club coaches and wider tennis staff team to ensure a fluid tennis structure across programmes that enables opportunity for progression including delivering sessions to the BUCS teams.
- At all times conduct yourself with the highest integrity and in accordance with the values of Loughborough Sport Tennis, acting as an ambassador for the university tennis performance programme and Loughborough Sport.
- Promote adherence to ethical guidance and regulations with regard to drugs and doping in sport, in line with the LTA, UK Anti-Doping (UKAD) and the Loughborough University 'Clean Sport' commitment

Other

- To attend regular meetings with the Tennis Team, Performance and Development Team, LTA and other key University personnel and external stakeholders, and to contribute appropriately.
- Assist the Head Coach, University Tennis Co-ordinator and Performance Programme Manager to complete annual funding applications and reviews with the LTA.
- Proactively own your development needs and engage in regular CPD to ensure your practice remains innovative and effective.
- To carry out any other duties commensurate with the grade, that may be reasonably requested.

General Administration:

- To respond to enquiries received in person, by telephone or email and take appropriate action. This will include dealing primarily with students and academic staff but will also include external organisations
- To provide cover for other colleagues at busy times and in cases of absence, by undertaking such duties and responsibilities which are commensurate with the grade and nature of the post.
- To ensure compliance with relevant University policies and procedures.
- To undertake any training and development deemed appropriate for the position by the line manager

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 outlined in the document.

Organisational Responsibility

Reports to the: Head Tennis Coach

Person Specification

Your application will be assessed based on the essential and desirable criteria listed below.

Applicants are strongly encouraged to explicitly demonstrate how they meet each essential (and desirable) criteria at the application stage. The criteria that you need to demonstrate in your application will be listed as Stage 1 in the table below.

Stages of assessment are as follows:

- 1 – Criteria measured within the Application
- 2 – Criteria measured at Test/Assessment Centre/Presentation
- 3 - Criteria measured at Interview

Essential Criteria:

Area	Criteria	Stage
Experience	Experience within high performance tennis	1,3
	Proven track record within high performance coaching with successful outcomes evidenced	1,3
	Proven high performance tennis coaching ability amongst elite tennis players, tennis coaches and practitioners	1,3
	Experience of working as part of a team.	1,3
Skills and abilities	Excellent communication and interpersonal skills and the ability to develop good working relationships	1,2,3
	Ability to build strong working relationships, having an excellent knowledge and understanding of how to engage and communicate with student athletes, staff and key stakeholders	1,2,3
	An extensive, up to date knowledge of the performance pathway within the UK	1,3
	Ability to coordinate and motivate an Interdisciplinary team of staff towards a shared goal	1,2,3
	Attention to detail and excellent organisational and time management skills.	1,2
	Education and Qualifications	Senior Performance Coach (SPC) coaching qualification or working towards this
	LTA Accredited +	1
	Attended, or committed to attending the LTA Safeguarding course	1
	Valid First Aid Certificate	1
Other	Willingness to actively participate in a programme of continuing professional development	1,3
	Willingness to work irregular hours as necessary, including evenings and weekends	1,3
	Uphold and actively contribute to the University's commitment to Equity, Diversity and Inclusion	1,3

Desirable Criteria: These are skills, experience and competencies that are additional extras that may be used to narrow the pool down if we receive a high volume of applications that meet the essential criteria.

Area	Criteria	Stage
Experience	Experience of tennis within a university setting	1,2,3
	Understanding of the global landscape of university tennis within the wider sport	1,3
	Previous experience of use of performance analysis within tennis	1,3

Conditions of Service

The appointment will be subject to the [University's Terms and Conditions of Employment](#) relevant to the job grade.

Shared University Responsibilities

As a member of the Loughborough community, you are expected to:

- Take reasonable care of yourself, others and the environment, and to prevent harm by your acts or omissions. All staff are therefore required to adhere to the University's Health, Safety and Environmental Sustainability Policies & Procedures.
- Support and contribute to the University's commitment to principles of equity, diversity and inclusion (EDI) while carrying out all duties, behaving in a manner that treats others with dignity and respect and upholds every persons right to lawful freedom of expression, freedom of speech and academic freedom. Further information about EDI at Loughborough and our strategic aims is available on our website.

Our Purpose, Vision, and Values

Our purpose, Vision and Values underpin all that we do and shape how we work together at Loughborough.

We're proud to promote our values: **Adventurous**, **Collaborative**, **Creative**, **Authentic** and **Responsible**. Our people bring these values to life every day, and they are central to the positive and supportive culture that makes Loughborough unique.

If you join us, you'll be encouraged to bring these values to life in your own work and contribute to the positive, supportive culture that makes Loughborough unique.

Read more about our [vision and values](#).

Our Accreditations



We 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 career.



We are proud to be a [Race Equality Charter Member](#). The Charter aims to improve the representation, progression and success of all minority ethnic staff and students within higher education and address issues of racism within higher education institutions (HEIs).



We are proud to be a Disability Confident Employer and have adopted a proactive approach to employing disabled people and to creating a more diverse workforce. We ensure that our recruitment processes are inclusive and accessible. We guarantee to offer an interview to all applicants who have declared a disability, provided that the essential criteria for the role are met. We proactively anticipate and provide reasonable adjustments and support existing employees who acquire a disability or long-term condition to thrive in the workplace.



We are a real living wage employer, and our Living Wage Employer Mark shows our commitment to paying our staff according to the cost of living.



We are proud supporters of the [City of Sanctuary movement](#) and delighted to be recognised as a University of Sanctuary. This national network brings together, university staff, lecturers, academics, and students, who together work to make Higher Education institutions places of safety, solidarity and empowerment for people seeking sanctuary.

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.