

JOB DESCRIPTION

Dryside Coach

GRADE / SALARY		HOURS	Variable
RESPONSIBLE	To	Course Co-ordinator	
	For	N/A	

GENERAL DESCRIPTION OF DUTIES

To assist in the provision, promotion and development of the Coaching School provided by the Angel Centre.

SPECIFIC DUTIES

1. To work with the group or an individual to help them achieve the aims set out by the awarding body.
2. To assist in the implementation of a structured course programme for your session, in line with the awarding body.
3. Keep an up to date register of all attendees at each session and assist in the administration of this programme as and when necessary
4. To produce lesson plans appropriate to classes' age, ability and badge requirements, and run sessions to these lesson programmes.
5. Be aware and understand the facility Emergency Action Plan and Normal Operating Procedures
6. Ensure all qualifications are renewed and updated as and when required
7. To ensure that all equipment is in good order and safe condition throughout its use ensuring any defects are properly reported.
8. To ensure that the Centre's users are properly supervised throughout the class, especially when using equipment, and to ensure their safety during the coaching sessions.

This job description is not intended to exclude any task, which the post holder might reasonably be required to undertake.