

Regional Coach and Club Development Officer - North West

BaseballSoftballUK is recruiting for a Regional Coach and Club Development Officer for the North West of England to be responsible for the delivery of club development initiatives set out in the Baseball and Softball Development Plan 2009-13 and Regional Delivery Plan; to be responsible for the coach education programme in the North West for both baseball and softball; to contribute to the delivery of coach education for baseball at Level 3 and to recruit and manage a workforce of part time coaches to assist in the delivery of BSUK programmes in the region.

BaseballSoftballUK is the development agency for baseball and softball in the UK, working on the promotion and development of the two sports. We are a small organisation with 17 full-time employees and a friendly working environment.

DURATION

The post is for an initial period of 12 months, starting September 2010 and may be extended further subject to satisfactory service.

RENUMERATION

This will be a salaried position circa £20K p.a. Reasonable travel expenses will be covered.

LOCATION

Arrangements for a base will be negotiated individually. The Regional Coach will be expected to work in the Greater Manchester, Merseyside, North Cheshire and Lancashire areas but is also expected to contribute to national events. There may be a requirement to be based from home or a sports hot desk in the region.

HOURS

37.5 hours per week, with evening and weekend work required. BSUK operates a Flexible Working Policy.

RESPONSIBLE TO

National Development Manager

WORKING WITH

The post holder will be a key member of the North West Regional Development team, working with the Regional Development Manager, other RC's and summer and temporary coaches. This post will work with a variety of staff and volunteers in our organisation as well as the British Baseball and Softball Federations and partners, specifically in relation to club development and school-club links.

Key Job Responsibilities

The role covers delivery of coaching and club development support across baseball and slowpitch softball clubs and activities, primarily in the North West, but also across the country. While an ability to deliver across the three formats of baseball, slowpitch softball and fastpitch softball is essential, it is expected that the post-holder will have a specialisation in at least one of the formats.

- Direct delivery and management of the coaching, sporting and volunteer workforce delivering in our interventions.
- Responsibility for the achievement of growth targets related to club development, club membership and youth club membership across the region.
- Coaching and mentoring club coaches in existing club environments, across adult and youth baseball and softball play throughout the region.
- Coaching and mentoring other coaches in the development pathways set up by BSUK, including youth and adult baseball and softball.
- Planning for and delivering coach education courses, where necessary and relevant to at least Level 2 standard, across all three disciplines (baseball, slowpitch softball and fastpitch softball) and to Level 3 in baseball.
- Contributing member of the BaseballsoftballUK Coaching Steering group.
- Planning the delivery of clinics for coaches and players in club, college, university and community settings.
- Responsibility for delivery at the northern baseball academy and contribute to the regional fastpitch softball academy programme.
- Recruitment and training of a volunteer workforce of coaches including the management of part time summer coaches.
- Acting as a Point Person for development, managing and developing a relationship with existing clubs and softball leagues in the region.
- Advise and assist clubs' development strategies.

Other Responsibilities

- Providing technical and general articles for BSUK media as requested.
- Incorporating Equity and Child Protection into development delivery and ensuring relevant actions and targets are met.
- Undertaking a programme of continuous professional development as agreed with the National Development Manager.

Contributions to

- The development of national coaching and instructional models.
- Ensuring that coaches are able to run beginner-level courses for coaches and teachers.
- Working with regional development structures, including envoy coaches, local and regional coaches.
- Collecting information on clubs, administrators, coaches and players.

Secondary Responsibilities

- Provide support for all BSUK programmes when needed.

Skills and Experience

The person appointed ideally will:

- Be an experienced coach and coach educator with a qualification of at least BSUK Level 3 or equivalent in baseball or softball, qualified and competent to plan and deliver teaching and coaching activities to a variety of audiences including secondary schools, colleges, community leagues and clubs in both baseball and softball.
- Have or be willing to work towards a qualification in Coach Mentoring.
- Have a clean driver's licence and own transport, although in some situations a hire car can be provided. The person appointed will be expected to be able to travel freely in the region to carry out her/his responsibilities.
- Be willing to undertake training in and gain the "Certificate in Tutoring in Sport" and "Introduction to Assessment Practices in Sport" qualifications and work on the delivery of Coach Education courses at Foundation, Level 1 and Level 2 in both baseball and softball and at Level 3 in baseball.
- Have good oral and written communication skills.
- Be committed to equality of opportunity and understand diversity.
- Have adequate modern computer skills including an ability to use standard office programmes such as Microsoft Word, Excel and Outlook.
- Be able to motivate and support clubs and leagues through the difficulties of portfolio and evidence management as they work towards club accreditation.

Job descriptions cannot be exhaustive and the post-holder may be required to undertake other duties broadly in line with the above key responsibilities.

Interview Process

The candidate must be willing to undertake a practical assessment of coaching skills as part of the interview process.

The appointment is conditional on the candidate gaining a clear enhanced disclosure from the Criminal Records Bureau and the taking up of references.

Equal Opportunity Employer

BaseballSoftballUK is committed to equality of opportunity and diversity in all its employment practices, policies and procedures. This means that no employee or potential employee will receive less favourable treatment due to their race, nationality, colour, ethnic or national origins, religion, sex, marital status, disability, AIDS/HIV status, sexual orientation, age, gender reassignment, work pattern or membership or non-membership of a Trade Union or any other irrelevant factor.

We are also committed to promoting gender equality in the workplace.

We encourage applications from minority ethnic and disabled groups, as they are currently under-represented amongst our staff.

How to Apply

Please complete an application form which can be downloaded from the BSUK website www.baseballsoftballuk.com < downloads < BSUK < application for employment with BSUK. Please send your application form to:

BaseballSoftballUK
Ariel House
74a Charlotte Street
London W1T 4QJ
United Kingdom

Tel: +44 (0) 20 7453 7055 (Option 2)

Fax: +44 (0) 20 7453 7007

Email: info@bsukmail.com

Please note that CVs, résumés and covering letters cannot be considered as part of the assessment. All information required should be contained within the application form.

Application deadline: 2pm on Friday 6 August 2010