

# Lower Aghada Tennis and Sailing Club, Midleton, Cork, Ireland.

021 466 1200



Lower Aghada Tennis Club is looking to recruit a Head Coach (2 year contract).

If you are interested please send a **cover letter** and **CV** to

[loweraghadatennis@gmail.com](mailto:loweraghadatennis@gmail.com) stating Head Coach Position Lower Aghada Tennis Club

**Closure of Applications by 9pm Friday 31<sup>st</sup> July 2020**

## **Role Description and Objectives:**

The Head Coach is responsible for management and delivery of the following:

- Creating, implementing and updating the Junior and Senior programmes for players of all abilities and ages.
- Developing the existing adult programme for all levels of ability and coordinate regular coaching clinics targeting a range of playing levels.
- Coaching programme to cater for Beginner, Social and Competitive Players at Senior and Junior levels.
- Encourage players to attend competitions – as part of the club and on an individual basis. Part of the plan to increase competition and results for the club.
- Facilitate specific team based coaching programmes e.g. Winter League, Summer Cup to improve results
- To maintain the existing “Cardio Tennis” and the “Introduction to Tennis”
- Ensuring, as far as is practicable within the constraints of club resources, that the Junior programme is run to maintain a return to the club. This return will be made available by the management committee if investment in facilities is needed. The financial target will be part of the overall annual plan.
- Ensuring specific programmes meets the needs of both club and performance players.
- Assist and participate in promotional activities within the club.
- The Head Coach is to organise social programmes such as Junior Christmas Party, Teenage Pizza Events etc.
- Facilitate wheelchair tennis and other Enjoy Tennis Programmes

## **Responsibilities:**

In collaboration with the committee, the Head Coach is responsible to build the annual coaching plan with specific measurable objectives in the following areas;

- Participation of players across age groups and grades
- Coaching plans across age groups and grades
- Competition results

In addition, the Head Coach is responsible for management of the Junior coaching team as follows:

- The Head Coach is responsible for sourcing suitable, qualified, insured coaches with a

current up to date Garda Vetting Certification. All documentation to be submitted to the Club Child Protection Officer promptly at the start of each coaching year. Coaching team to be agreed, in collaboration with the committee.

- All assistant coaches must be supervised by a fully qualified and insured coach. The insured coach is responsible for the performance of the assistant coaches which includes the mentoring, guidance and development of the assistant coaches.
- The Head Coach is responsible for ensuring that all coaches are active in encouraging all members to participate in internal and external club activities and competitions in a positive and professional manner.
- The Head Coach is responsible for allocating coaches to their classes and to keep a record of any injuries/incidents through documenting same in the club Incident Book and ensuring the club secretary holds copies on file.
- The Head coach is responsible for ensuring that invoicing for all club coaching programmes is delivered to the Treasurer monthly, and accompanied by approved timesheets for each coach.
- The Head Coach will be issued with a list of players who have paid for coaching sessions within the club programme.

### **Interested Candidates must have following competencies:**

- Minimum Level 1 required and hold a current TI Coach licence.
- Excellent communication and interpersonal skills
- Excellent talent identification skills for potential club and performance players. And the experience/contacts to integrate into provincial and national programmes.
- Ability to motivate players to reach their full potential.
- Previous experience in people management.
- Experience of setting up quality tennis programmes to cater for the needs of all players across all levels of abilities and ages.
- Experience of working in a school's environment to develop and grow quality club/school's links.
- Ability to work on their own and as part of a team and to work on an individual and group basis.
- Strong administrative and appropriate IT skills

### **Documentation and References:**

Proof of Tennis Coaching qualification/s

The Head Coach is to be fully compliant with Tennis Ireland Child Protection regulations

Up to date insurance and garda vetting

Two references

### **Other Information:**

Shortlisting and interview process will follow promptly after closing date of:

**9pm Friday 31<sup>st</sup> July 2020.**

Terms and conditions will be discussed at interview.

Competitive rate of pay based on experience of candidates.

Lower Aghada Tennis Club is a place of equal opportunity.