

MANCHESTER CITY COUNCIL

is seeking to appoint an

**Head Rugby Union Coach
35 hours per week**

Salary Scale SO1 – Scp 29 - 31 (£23,749 - £25,320)

Fixed Term contract until 31st March 2009.

Applications are invited for this post within Sports Development. The Head Coach, will assist the Strategic Rugby Union Development Manager in the implementation and delivery of the Manchester Rugby Union Development Plan.

The appointed person must be highly motivated, with the vision and skills to establish and achieve ambitious programme objectives.

The postholder will be responsible for the effective implementation and delivery of the rugby union coaching programme in the city and will underpin local club programme activity based at the rugby clubs within the city. The postholder will also assist in the delivery and implementation of the Rugby Football Union regional festivals and programmes.

Candidates must display evidence of a thorough understanding of the sports development process, especially in relation to school's rugby union and club development.

Application Forms and further details from the Personnel Section, Manchester Leisure, Belle Vue Centre, Pink Bank Lane, Longsight, Manchester M12 5GL.

Tel: 0161 953 2486/7. Textphone 0161 953 2497

Email: m.Edwards@manchester.gov.uk

Apply online www.manchester.gov.uk/jobsupdate/

Closing Date: 3rd January 2008

Manchester City Council is an Equal Opportunity Employer and we positively welcome applications from women and men, regardless of their racial, ethnic or national origin, religion or belief, disability, age up to 65, sexuality or responsibilities for dependant.

If you are deaf or hard of hearing a text phone service is available on: 0161 953 2497 (between 9am - 4.30pm).

All disabled applicants who meet the short-listing criteria are guaranteed an interview.

Manchester City Council

Job Description

Head Rugby Union Coach 35 hours per week

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Fixed Term contract until 31st March 2009.

The post holder reports to the Strategic Rugby Union Development Manager. The main contacts of the job are College Principals, University Sports Development Officers, Heads of P.E and rugby coaches. The post holder will be responsible for the mentoring of the rugby coaches delivering the programme.

Main Purpose of the job

To be responsible for the delivery of the Manchester Coaching Programme, including in-school and after-school activities. In addition to develop the game within colleges and universities with particular reference to volunteer recruitment and coach education.

Main Duties

- 1 To monitor and review all elements of the coaching programme. To provide technical and statistical information to the Strategic Rugby Union Development Manager.
- 2 In consultation with key stakeholders, plan and co-ordinate the effective delivery of an accessible city-wide coaching programme that will provide pathways into the city's rugby union clubs.
- 3 In consultation with schools, colleges, universities and clubs, to ensure that strong and effective school, university and college-club links are established and maintained.
- 4 To establish extra-curricular clubs on college and community sites and undertake duties as necessary to ensure their sustainability.
- 5 To ensure that coaching sessions are suitably developed for all people including those less able or with specific needs.

6 In partnership with the Rugby Football Union and their Development Officers, to ensure the seamless co-ordination and delivery of NGB initiatives into mainstream programmes.

7 To collect course income and maintain finance records where necessary.

8 To organize, plan and promote the delivery of an annual rugby union events programme, reflecting university/college, high school and club participation.

9 In consultation with Schools, Clubs and Regional Governing Body representatives to assist in the co-ordination of the work programme of the Manchester Rugby Union Development Group.

10 To promote the City Council's values and objectives in a practical, positive way.

11 To attend meetings as and when required.

12 To implement appropriate health and safety legislation and ensure that all coaches follow correct H & S procedures.

Where the postholder is disabled, every effort will be made to supply all necessary aids, adaptations or equipment to allow them to carry out all the duties of the job. If however, a certain task proves to be unachievable, job re-design will be fully considered.

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Person Specification

Head Rugby Union Coach

For this job we are looking for:

Holder of the RFU level 2 coaching award.

Knowledge of the structure of Rugby Union both locally and nationally.

Good communication skills, both oral and written.

Must be able to work on own initiative and plan workload.

Evidence of administrative and organizational skills.

Must be able to produce and interpret statistical data.

Must have knowledge and understanding of the City Council's policies with regards to sport and equal opportunities.

Must be willing to carry out an enhanced disclosure for the Criminal Records Bureau.

Personal Style and Behaviour:

Tact and diplomacy in all interpersonal relationships with the public and colleagues at work.

Self-motivation and personal drive to complete tasks to required timescales and quality standards

The flexibility to adapt to changing workload demands and new organisational challenges

Personal commitment to ensure services are equally accessible and appropriate to the diverse needs of service users

Personal commitment to continuous self development

Personal commitment to continuous service improvement