



## City of Norwich Athletics Club Volunteers Opportunities

- Volunteer Role:** **Coach Coordinator**
- Vision:** A world-class team of coaches providing an athlete pathway in all events
- Objective of role:** support coaching team and recruit coaches, where necessary
- Length of task:** Ongoing (minimum of 12-months)
- Start date:** Applicants will be invited to attend an Induction Evening on Wednesday 21 March with a start soon thereafter depending on availability
- Hours required:** Approx 1 – 2 hours per week, mainly in the evenings.
- Contact Name:** Clive Poyner
- Email:** [chair@conac.org.uk](mailto:chair@conac.org.uk)
- Service area:** City of Norwich AC
- Training:** Free Sports Coach UK Workshops will be provided. Safeguarding and Protecting children and attendance at relevant coaching courses.
- To apply:** complete volunteer application form available at [www.conac.org.uk/volunteer.asp](http://www.conac.org.uk/volunteer.asp)
- Closing Date** Friday 16 March



## Task Description:

As *coaching coordinator* in your club, you will ensure that you set up a vibrant coaching structure, to assist athletes to improve their performances; arrange mentors to support coaches to progress to the level they aspire to; and recruit new coaches.

## What you will do:

- Set up an appropriate coaching structure for your club, based on its' size and focus;
- Identify any gaps in the structure;
- Resolve gaps by working with Norfolk Athletics Network, arranging *flying coach* visits and encouraging coach development within your club;
- Hold regular coach sub-committee meetings or forums to discuss coaching issues;
- Keep up to date with the new UKA Coach Education Programme;
- Advise coaches and potential coaches when and where appropriate coach education courses are taking place;
- Liaise with the England Athletics *education coordinator* and/or *club and coach support officer* to request courses in your club or Network of clubs based on need;
- Promote coach development opportunities to your club coaches;
- Liaise with your club *welfare officer* to ensure all coaches are CRB checked and aware of the new vetting and barring procedures;
- Liaise with your club *volunteer coordinator* to encourage older athletes, parents and other volunteers to take up coaching;
- Develop links with *coaching coordinators* in neighbouring clubs and share good practice.

## Ideally, you'll need to be:

- Confident and good at communicating;
- As highly qualified as possible – preferably 'Level 2' or above or new 'athletics coach' qualification;
- Willing to be UK Athletics CRB checked.

## Benefits:

- This is probably the most rewarding role within a club, once the coaching structure is fully in place and athletes and coaches start to progress. You'll be able to see the results of your efforts in the results of the athletes and the club as a whole.
- Access to relevant CPD courses
- Certificates
- Club kit
- Invites to club social events
- Be a part of the Olympics premier sport in your local area