



**Bristol Bears Community Foundation**  
**Job Description**

**Community Rugby Coach (CRC)**

**Job Title:** Community Rugby Coach (CRC)

**Report to:** Community Development Manager

**Location:** Offices based at Ashton Gate Stadium however programme engagement and delivery is spread throughout Bristol, South Gloucestershire and Somerset

**Other:** Full driving license required and must have access to a vehicle

**Salary:** £17,000 to £19,500 per annum depending on experience and qualifications

**Purpose:** Bristol Bears Community Foundation wishes to appoint a Community Rugby Coach to support the delivery and development of national and local community programmes in schools and clubs across our region.

**Supervision and Work Planning:**

The Community Rugby Coach (CRC) will be employed by Bristol Bears Community Foundation (BBCF). The CRC will work predominantly in the Greater Bristol area and will be based at Ashton Gate Stadium.

Although the majority of the working week will take place between the hours of 9am and 5pm there will be periodic programme events at weekends. It is critical that the CRC is committed to and able to work additional hours to meet the needs of our programmes. The CRC will be required to attend an agreed number of Bristol Bears match days to support match day and programme activation.

**Responsibilities:**

- To support and manage relationships with partner education and community organisations - ensuring regular and clear communication is maintained.
- To provide a safe and accessible environment through person-centered delivery.
- To provide opportunities maximising enjoyment, participation and whole person development.
- To undertake the necessary planning for each session to ensure that their delivery is underpinned by the appropriate differentiation required to best meet the needs of each user group.
- To ensure all equipment required for each coaching session is present, correctly set up, maintained and stored safely when not in use.

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- To implement appropriate Health and Safety policies and procedures in line with BBCF guidelines, National Governing Body guidelines and each school/centre/club's own policies.
- To provide support and guidance to other staff members and volunteers as appropriate.
- To monitor and evaluate sessions to improve the quality of all programmes.
- To communicate regularly and provide progress updates to the Community Development Manager and relevant programme leads.
- To take responsibility for their own continuous professional development to improve their coaching delivery, including engaging with and learning from all coaches delivering within BBCF.

**General:**

This job description outlines the principal accountabilities/main duties relating to this post and does not describe in detail all the duties required to carry them out. Other duties may be required to be undertaken from time to time as directed by BBCF. If you require further information about this post contact BBCF Community Development Manager Craig Capel. The closing date for applications will be Monday 12<sup>th</sup> July.

**Craig Capel**

**Community Development Manager**  
Bristol Bears Community Foundation  
E: [ccapel@bristolbearsrugby.com](mailto:ccapel@bristolbearsrugby.com)

**Person Specification:**

<b>Experience</b>	<b>Essential</b> <ul style="list-style-type: none"><li>• A minimum of 2 years sports coaching/teaching experience in a paid or voluntary capacity, within an education or community environment.</li><li>• A sound understanding of rugby and the key principles of team development in sport.</li><li>• Experience of coaching and/or playing team sports.</li></ul>
<b>Qualifications</b>	<b>Essential</b>

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	<ul style="list-style-type: none"> <li>• Enhanced DBS clearance (or the ability to obtain prior to working)</li> <li>• Level 2 RFU Coaching Rugby Union Qualification</li> </ul> <p><b>Desirable</b></p> <ul style="list-style-type: none"> <li>• Appropriate education pathway training (i.e. LSA, HLTA, PTTLs, DTTLs, CTTLs, QTLs, QTS).</li> <li>• RFU Level 2 coaching qualification.</li> <li>• Additional Level 2 coaching qualifications for recognised NGBs.</li> <li>• Valid Safeguarding certificate.</li> <li>• Valid Emergency First Aid at Work certificate.</li> </ul>
<p><b>Skills &amp; Competencies</b></p>	<p><b>Essential</b></p> <ul style="list-style-type: none"> <li>• Passionate about sport and physical activity.</li> <li>• Strong ability to differentiate when working with multi-needs groups.</li> <li>• Excellent communication and interpersonal skills ensuring strong relationships with partner organisations, co-coaches, pupils, parents and BBCF management.</li> <li>• Conscientious and committed to providing fun and engaging coaching/community sessions.</li> <li>• Strong planning ability and organisational skills.</li> <li>• Ability and willingness to work outside of normal hours including evening and weekends.</li> <li>• Able to work independently and under own direction.</li> <li>• Demonstrate strong leadership qualities.</li> <li>• Ability to deal with day to day concerns in a calm and professional manner.</li> <li>• Must be self-motivated with the ambition to want to develop as a person as well as progressing their career as a sports coach and sports development practitioner.</li> </ul>

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