

ROWING COACH - JOB DESCRIPTION

Pangbourne College is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment.

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| Job Title: | Rowing Coach |
| Reports to: | Director of Rowing and Assistant Director of Rowing |
| Department: | Rowing |
| Contract Type: | Zero Hours |
| Hours per Week: | Monday: 14:50 - 16:35 Tuesday: 09:15 - 10:50 , 11:10 - 12:45, 14:50 - 16:35 Wednesday : 15:40 - 17:45 Thursday: 14:00 - 17:10 Friday: 11:10 - 12:45, 14:50 - 16:35 Saturday AM training |
| Duration of Contract: | Rowing (Michaelmas Term - Sep to Dec/Lent Term - Jan to Mar/Summer Term - Apr-July) |

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| Key working relationships: |
| Director of Rowing |
| Assistant Director of Rowing |
| External Coaches |
| Internal (Staff) Coaches |
| Pupils and Parents |

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Job Summary

To provide professional, safe and fun Rowing coaching for all year groups.

Duties and Responsibilities

- To coach and potentially lead an age group towards competing at local and national events
- To support all functions of our Boat Club including providing support for our Boatman
- To support general day to day running of Boat Club, rowing activities and assist with organisation of trips, events and competitions.
- Actively promote the profile of the Boat Club in the local community as well as the wider schools community
- To build and maintain successful relationships with pupils, treating them with patience, respect and consideration.
- To help keep pupils on task and to build motivation as well as build pupils' confidence and enhance self-esteem.
- To promote the inclusion and acceptance of all pupils and encourage all students to interact and work cooperatively
- To be involved in keeping records and evaluating the pupils' progress, providing teachers with feedback.
- To support evening and weekend activities as required.
- Taking responsibility for individual tasks as agreed with the Director of Rowing/Assistant Director of Rowing.
- Involvement in tours and trips if required.
- To contribute to the overall ethos/work/aims of the College.
- To comply with health and safety issues and maintain safety levels of equipment, reporting any faults or breakages immediately.

School Responsibilities

- To flag any issues or concerns to DoR
- To maintain good discipline.
- To maintain records to show rates of participation in events/competitions and programmes.
- To work alongside other staff, including teachers, trainee teachers and support staff.

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- To attend safeguarding and other training as and when required by the school.
- To communicate effectively with pupils, staff, and parents.
- To maintain confidentiality at all times with regard to all aspects within the school.
- Any other duties as commensurate with the post, as requested by the management of the College.

Other

The above is only an outline of the tasks and responsibilities of the role. The post holder will carry out any other duties as may be reasonably required by his/her line manager

The job description and person specification may be reviewed on an on-going basis in accordance with the changing needs of the department and College.

This job description and accompanying documentation do not form part of the employment contract.

Child Protection and Safeguarding Policy

It is the post holder's responsibility for promoting and safeguarding the welfare of children. You will comply with the Pangbourne College Child Protection and Safeguarding Policy, and the requirement to report to the Designated Safeguarding Lead any concerns relating to the safety or welfare of children.

Terms and Conditions of Service

The post holder will be required to comply with all policies and procedures issued by and on behalf of the College.

The post holder will be subject to an Enhanced Disclosure and Barring Service Certificate.

The post holder will be required to participate in the College's appraisal procedures as an appraisee and if applicable, as an appraiser.

The post holder will be required to attend statutory and mandatory training.

Information Security, Confidentiality and Data Protection

During the course of employment the post holder may have access to, see or hear information of a confidential nature and he/she will be required not to disclose such information. All personal identification information must be held in the strictest confidence and should be disclosed only to authorised people in accordance with the General Data Protection Regulation and the College's Privacy Notice, unless explicit written consent has been given by the person identified.

Equal Opportunities

The post holder must comply with and promote Equal Opportunities and avoid any behaviour which discriminates against others on the grounds of sex, disability, marital status, sexual orientation, age, race, colour, nationality, ethnic or national origin, religion, political opinion, trade union membership.

Health and Safety

Under the Health & Safety at Work etc Act 1974, it is the responsibility of individual employees at every level to take care of their own health and safety and that of others who may be affected by their own acts at work. This includes co-operating with the College and colleagues in complying with Health and Safety obligations to maintain a safe environment.

It is the firm policy of the College to promote a happy, professional, yet "family" atmosphere and to develop the potential of all pupils and staff. If ever there is a need to talk over aspects of school, or indeed home-related issues, please speak to your head of department or a colleague.

November 2020

