

Employer Information for Apprenticeships Vacancy Matching Service

EMPLOYER NAME	Billingham Rugby Club
VACANCY DESCRIPTION (DUTIES/TASKS)	<p align="center">Sport and Activity Leadership Level 2 Rugby Apprentice</p> <p>Job Description</p> <ol style="list-style-type: none"> 1. To further raise the profile and enjoyment of rugby within the club and community 2. Establish a <i>liaison</i> between the club and local primary and secondary schools with a goal to increase club membership and junior participation 3. To support club coaches in the <i>delivery</i> and <i>planning</i> of quality skills-based rugby sessions 4. To support club managers in the <i>delivery</i> and <i>planning</i> of match day management 5. To support the organisational lead in organising the participation of club players in rugby activities and tournaments/competitions (both internal and external) 6. To manage and train a club team(s) 7. To <i>develop, plan</i> and <i>execute</i> summer coaching courses for juniors 8. Work with Development Officer to develop a 'girls rugby team' with a view to start a Ladies section 9. To assist in equipment preparation for sessions and games. 10. Develop a broader club knowledge by participating where required and/or appropriate in other general club roles including merchandise, health and safety, physio and ground management 11. To undertake training and Performance management. 12. To understand and apply club ethos and policies. 13. To maintain confidentiality inside and outside the workplace <p>General Duties</p> <ol style="list-style-type: none"> 1. Upkeep of changing areas and store cupboards. 2. Sports Administration: photocopying, filing and team sheets etc.
VACANCY TITLE	Apprentice Rugby Coach/Manager
EMPLOYER DESCRIPTION	Billingham rugby club is a rugby union club situated in Billingham in North East England, the club currently play their 1st XV matches in National League 3 North. The club also has a strong youth contingent, picking up many honours within previous years. Billingham play their home matches at Greenwood road, the home of the club which has top of the range facilities. The club are now looking for an Apprentice Rugby Coach to help move the club forward and play a key role in further development.
VACANCY LOCATION/ADDRESS	Greenwood Road, Billingham TS23 4BA
WORKING WEEK (DAYS/HOURS)	Sun and 3 days during the week – not Mon.
WEEKLY WAGE	Up to £100 per week

CLOSING DATE FOR APPLICATIONS	18 th July		
INTERVIEWS TAKING PLACE	23rd July		
POSSIBLE START DATE	4th August		
TRAINING TO BE PROVIDED	In house training		
DURATION OF APPRENTICESHIP	12 months		
SKILLS REQUIRED	Key Criteria	Essential	Desirable
	Experience	<ul style="list-style-type: none"> ▪ Evidence of continued participation in Sport through school 	<ul style="list-style-type: none"> ▪ Experience of leadership and responsibility ▪ Fulfilment of work based placements within a sports setting.
	Competence	<ul style="list-style-type: none"> ▪ Good range of sporting knowledge, rules and coaching methods. ▪ Understanding of the benefits of sport and exercise. ▪ Ability to communicate well with children and staff within the Club and beyond ▪ Understanding of health and safety in relation to practical activities. ▪ ICT competency. 	<ul style="list-style-type: none"> ▪ Display initiative and a proactive attitude towards work tasks.
PREVIOUS QUALIFICATIONS	Key Criteria	Essential	Desirable
	Qualifications and training	<ul style="list-style-type: none"> ▪ Level 2 qualification in Sport/PE (BTEC or GCSE) 	<ul style="list-style-type: none"> ▪ Willingness to undergo further training and development ▪ Leadership Qualification at Level 1 ▪ First aid course ▪ GCSE English and Maths at C or equivalent

PERSONAL QUALITIES	<table border="1"> <thead> <tr> <th>Key Criteria</th> <th>Essential</th> <th>Desirable</th> </tr> </thead> <tbody> <tr> <td>Personal qualities</td> <td> <ul style="list-style-type: none"> ▪ Organised, self-motivated and enthusiastic ▪ Passionate about sport and exercise ▪ Flexibility ▪ Team Player ▪ Positive attitude ▪ Enthusiastic ▪ Sense of humour </td> <td> <ul style="list-style-type: none"> ▪ An interest in developing teaching skills/career </td> </tr> <tr> <td>Other Requirements</td> <td> <ul style="list-style-type: none"> ▪ Full driving licence with car ▪ Good record of health and attendance ▪ Smart appearance ▪ Satisfactory CRB </td> <td> <ul style="list-style-type: none"> ▪ Willingness to support the club in a range of other events </td> </tr> </tbody> </table>	Key Criteria	Essential	Desirable	Personal qualities	<ul style="list-style-type: none"> ▪ Organised, self-motivated and enthusiastic ▪ Passionate about sport and exercise ▪ Flexibility ▪ Team Player ▪ Positive attitude ▪ Enthusiastic ▪ Sense of humour 	<ul style="list-style-type: none"> ▪ An interest in developing teaching skills/career 	Other Requirements	<ul style="list-style-type: none"> ▪ Full driving licence with car ▪ Good record of health and attendance ▪ Smart appearance ▪ Satisfactory CRB 	<ul style="list-style-type: none"> ▪ Willingness to support the club in a range of other events
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FUTURE PROSPECTS	Full support will be given in preparing the successful candidate for a career in Sport & Physical Education. There is also a possibility of progressing to a Level 3 Apprenticeship in Sport.									
Qualifications gained	<ul style="list-style-type: none"> • Level 2 NVQ Certificate in Activity Leadership • Level 2 Certificate in Principles and Preparations for Coaching Sport • CYQ Level 2 Award in Employment Awareness in Active Leisure and Learning • Functional skills in English and Maths at Level 1 • Level 2 Award in Sports Leadership 									