



ST MARY'S CALNE

Professional Tennis Coach

Job Description

Job Summary

The Professional Tennis Coach will work as a member of the coaching team alongside 6 experienced Professional Tennis Coaches. The role will initially be coaching girls aged 11 to 18 while contributing to building a successful under 11 programme. The post holder will demonstrate a passion for tennis, their ability to inspire, coach content that is current and show that their clients have progressed under their tuition. They will be positive, enthusiastic, be willing to learn, develop and further their coaching credentials and must also possess excellent communication skills and be willing to work as part of a fun, dynamic and positive team.

Main Responsibilities

Coaching

- Provision of high quality tennis coaching incorporating individual lessons, duo and trio groups.
- Lead/assist with tennis team practices.
- Lead tennis clubs.
- Assist with pre-season training (This may sometimes be undertaken abroad).
- Assist the P.E department and staff during curriculum tennis lessons.

School Involvement

- Participate in school fixtures from a coaching perspective. This could include attendance at events, leading or assisting with the fixture.
- Run competitions – box leagues, ladders etc
- Attend team meetings as required (at least once per half term)
- Attend Sports Chapel (at least once in summer term)
- Attend Sport Presentations (at least once, usually in summer term)
- Attend and participate in other events as required

Administration

- Complete claim forms and submit them within the required timeframe to ensure payment.
- Assist Director of Tennis as required

This list is not exhaustive and the post holder will be expected to perform any other tasks that are reasonably assigned.

Person Specification

	Essential	Desirable
Education, Qualifications and Training	<ul style="list-style-type: none"> • LTA Level 3 or 4 (or equivalent) OR • LTA Level 2 if booked onto Level 3 (or equivalent) 	
Knowledge and Experience	<ul style="list-style-type: none"> • Demonstrable experience in a tennis coaching role • Knowledge of fundamental techniques, tactics • LTA Accreditation or Accreditation+ • Played LTA competitions 	<ul style="list-style-type: none"> • Experience of working within schools
Skills	<ul style="list-style-type: none"> • Excellent communication skills with the ability to verbally communicate effectively to all abilities • Able to demonstrate high quality coaching skills in 1-2-1's and group lessons • Able to demonstrate good organisational skills. • Reliable and punctual. 	

EXTRACT FROM ST MARY'S CALNE CHILD PROTECTION POLICY

St Mary's Calne fully recognises its responsibilities for Child Protection.

We are dedicated to safeguarding and promoting the welfare of our pupils, regardless of age, disability, gender reassignment, race, religion or belief, sex, sexual orientation or culture. We follow the child protection procedures set out by Wiltshire's "Safeguarding Vulnerable People Partnership". We understand the need to engage with the Safeguarding Vulnerable People Partnership and the statutory duty to cooperate if the school is named as a relevant agency. We have regard to statutory guidance issued by the Department for Education Keeping Children Safe in Education, 2021. Our policy takes full regard to Working Together to Safeguard Children 2018 (WIT), What to do if you are Worried a Child is Being Abused (2015) and the National Minimum Boarding Standards (2015).

At St Mary's we have a 'Nominated Governor' to take leadership responsibility for the school's safeguarding arrangements.

What is safeguarding?

Safeguarding can be defined as promoting the physical and mental health, safety and welfare of all pupils.

Safeguarding is the responsibility of all adults, especially those working or volunteering with children. The school aims to help protect the children in its care by working consistently and appropriately with all relevant agencies to reduce risk and promote the welfare of children.

Staff:

- are advised to maintain an attitude of 'it could happen here' as far as safeguarding is concerned;
- should always act in the best interest of the child.

What is child protection?

Child protection is a part of safeguarding and promoting welfare. This refers to the activity which is undertaken to protect specific children who are suffering, or at risk of suffering, significant harm.

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