



LeicesterCity
in the Community

Primary Stars Coach

Job Description

Job Title:	Primary Stars Coach
Reports to:	Primary Stars Coordinator
Contract Term:	Full Time, 37.5 hours - fixed term, 1 year (Subject to funding, there is a possibility to extend the role beyond the term) You may be required to work outside of normal office hours, evenings, weekends and school holidays.
Location:	Leicester City FC, King Power Stadium, Filbert Way, Leicester, LE2 7FL and home working.
Salary:	£20,000
Start Date:	October 2021

Job Purpose

Premier League Primary Stars uses the appeal of the Premier League and Leicester City Football Club to inspire children to learn to be active and develop important life skills.

The role will coordinate the delivery aspects of the Premier League Primary Stars programme within partner schools. The aim of the position is to contribute to the development of a high-quality PE and School Sport offer to pupils between the ages of 5 – 11 in Leicester.

In line with Premier League Objectives Leicester City in the Community will:

- Work in partnership to drive up standards in P.E. across our target Primary Schools. We will do this by responding to needs of individual schools working through the School P.E. Coordinator, where they are in post, or and directly with the teaching staff.
- Engage, Inspire and Empower under-represented groups, providing new opportunities and supporting children to reach their full potential.
- Provide a responsive offer that meets the needs of schools across P.E., PSHE, Numeracy and Literacy by building genuine partnerships with schools to ensure we meet their need.

Key Responsibilities

- Deliver a high-quality schools offer to include curriculum P.E. delivery, extra-curricular football sessions, targeted interventions and education activations that meet the needs of partner schools.



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- Support the professional development of teaching staff, which builds skills and confidence to deliver high quality P.E.
- Deliver 1:1 and small group sessions empowering young people to overcome potential barriers to education
- To implement the Premier League Primary Stars programme, meeting all pre-requisites of the Premier League Charitable Fund grant conditions.
- To develop strong relationships between Leicester City in the Community and partner schools.
- Action quality assurance procedures for all project aspects.
- To monitor the progress of the project to ensure all data is accurate, appropriately managed and inputted using online monitoring tools, working towards all KPIs being achieved.
- Support the ongoing development of PL Primary Stars lesson resources with the Education Manager and Primary Stars Coordinator.
- Report, record and resolve any issues with the Education Manager.
- Complete all internal and external monitoring reports in a timely manner to a high standard with detail and accuracy.
- Attend any training to develop relevant knowledge and skills.
- To represent Leicester City in the Community, when required, at internal and external meetings.

General Responsibilities

- To ensure all activities are correctly monitored with the appropriate risk assessments and health & safety procedures in place
- To safeguard the welfare of children and vulnerable groups at all times
- To adhere to all relevant safeguarding policies and procedures and report any concerns to LCitC Designated Safeguarding Lead or Designated Safeguarding Officers in a timely manner
- Compliance with Club policies
- Compliance with data protection, confidentiality, safeguarding and health and safety guidelines.
- To undertake required training, including mandatory Club Equality and Diversity and Health and Safety training and Club Safeguarding Induction.
- To undertake such other duties as may be reasonably expected or required by line manager
- To maintain professional conduct at all times and demonstrate all six LCitC core values and instil in others



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Person Specification

Education/Qualifications	
Educated to degree level in a relevant subject area. BTEC/NVQ level 3/A Levels accepted.	Essential
UKCC Level 2 Coaching Certificate	Essential
Safeguarding Certificate	Essential
Emergency First Aid Certificate	Essential
AfPE Level 3 – Supporting the delivery of PE and School Sport	Desirable
Multi- Skills Level 2 Certificate	Desirable
Youth Mental Health First Aid Certificate 3	Desirable
Mentoring Qualification	Desirable
Knowledge & Experience	
Experience of working in and liaising with schools	Essential
Knowledge of Primary P.E. National Curriculum for PE	Essential
A minimum of 1 years' experience of delivering within a primary school setting.	Essential
Experience of developing relationships with a wide range of internal and external partners at all levels.	Desirable
Skills & Abilities	
Ability to work on own initiative	Essential
Excellent communicator at a variety of levels	Essential
Excellent organisational and planning skills	Essential
Ability to encourage, motivate and enthuse individuals to participate	Essential
Committed, self-motivated and driven	Essential
Strong commitment to high quality delivery	Essential
Ability to form strong and sustain appropriate working relationships	Essential



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Equality, Diversity & Inclusion

Must be able to recognise discrimination in its many forms and adhere to the LCFC Equality policies	Essential
Ability to work within diverse communities and draw on individual strengths to promote equality, diversity and inclusion	Essential

Other

Must satisfy relevant pre-employment checks including two current references relevant to the position and Enhanced DBS checks	Essential
Driving license & access to a vehicle or reliable transportation, with the ability to travel independently across the City and County.	Essential
Strive to achieve and work towards 'Leicester City in the Community' vision, strategy and core values	Essential