

Job Description

Job Title	Casual Leisure Coach 1
Grade	£13.25 per hour
Reporting To	Operations and Compliance Manager/Active Wellbeing and Partnership Manager

Purpose

Support the delivery of a range of sports and physical activity sessions under the supervision of a level 2 coach, contributing to effective lesson planning, session delivery, and evaluation, while developing personal coaching skills and maintaining continuing professional development in line with relevant professional bodies and national governing bodies.

Main Duties And Responsibilities

Behavioural:

- Enjoy, achieve, create impact, and thrive in the role and organisation.
- Live our values in the role and organisation.

Coaching & Session Support

- Support the delivery of Pickleball and Badminton sessions at assistant level by helping participants understand basic rules and movements, encouraging beginner participation through positive engagement, and assisting with simple activities and game play.
- supporting Balance-ability sessions by helping customers develop balance, coordination and confidence, assisting with equipment setup, safety checks and session flow, and offering encouragement and reassurance
- Assist lead coaches in the delivery of structured physical activity sessions.
- Support multi-sport activities, helping participants take part safely and confidently.
- Follow session plans provided and help adapt activities for different ages and abilities.
- Set up and pack away equipment before and after sessions.

Customer Engagement & Experience

- Create a welcoming, inclusive and motivating environment for all participants.
- Act as a positive role model promoting active and healthy lifestyles.
- Encourage enjoyment, confidence and positive behaviour during sessions.
- Always promote a welcoming and inclusive atmosphere.

Professional Development and Collaborative Working

- Work collaboratively with the leisure team to support programme delivery and events.
- Maintain a professional appearance, punctuality and positive attitude.
- Engage in continued professional development, maintaining up to date knowledge, qualifications and best practice

Compliance:

- Adhere to and comply with all relevant corporate policies and procedures including Health & Safety, General Data Protection Regulations (GDPR), Corporate Governance and Code of Conduct.
- Adhere to all health and safety procedures and applicable risk assessments.
- Support safeguarding policies and report concerns to the appropriate staff member.
- Ensure activity areas are kept safe, clean and organised.

Other:

- Any other duties commensurate with the grade.

Role Specific Knowledge, Experience And Skills

Qualifications

- Level 1 UK Coaching Certificate (UKCC) Coaching Qualification
- First Aid, General Safeguarding
- DBS Enhanced Clearance.
- *Desirable – Working towards a level 2 coaching qualification*

Knowledge & Skills

- Basic knowledge of sports coaching principles and session delivery
- Ability to assist with the delivery of a range of sports and physical activities under the supervision of a Level 2 coach
- Understanding of health & safety and safeguarding requirements within a sports or activity setting
- Ability to contribute to lesson planning and session preparation
- Basic skills in observing, monitoring, and evaluating coached sessions
- Willingness and ability to reflect on personal performance to support development
- Effective communication skills when working with participants, coaches, and colleagues
- Commitment to maintaining continuing professional development (CPD)

Experience

- Experience supporting sports or physical activity sessions in a school, community, or leisure setting
- Experience working within a structured sports, education, or community setting
- *Desirable – in Experience assisting a qualified (Level 2 or above) coach in delivering structured sessions*

Additional Information

Ability to travel across the Borough and work from various locations.

A flexible working approach to accommodate service needs.

Be able to work outside traditional hours, of a weekend and evening as required, adopting a flexible working approach in response to business requirements.



ACCOUNTABLE



AMBITIOUS



RESIDENT
FOCUSED



PROFESSIONAL

This post is not covered by National Joint Council (NJC) terms and conditions and has not been subject to job evaluation. Pay is therefore applied as a market supplement and will be reviewed periodically.

- Working outside
- Working with children
- Exposure to persons with challenging or aggressive behaviour

Approved By: Sarah Robertson, Active Wellbeing and Partnership Manager

Date Of Approval: 29/04/26



ACCOUNTABLE



AMBITIOUS



**RESIDENT
FOCUSED**



PROFESSIONAL