



## Job Description

### Birmingham Part- time Rowing Coach

#### **Background/Base**

Birmingham is a key strategic development area for British Rowing for 2013 to 2017. There has been a strategic plan created to implement a world leading sports development strategy for rowing in the city. As part of this work it is aimed to increase 300 to 500 new people participating at least one times a week of indoor or outdoor rowing by 2017. Thanks to support from key partners such as the Birmingham Sport and Physical Activity Partnership, British Rowing, Birmingham City Council and Bear Creek & Edgbaston Watersports, this coaching post has been created. This post will help support, deliver and expand rowing opportunities through newly formed projects across the city. The post will be delivering in a variety of indoor and outdoor rowing locations across Birmingham including Edgbaston Reservoir. The post will help create a model for participants to access and row at any level and create the right pathway that suits the rower's interest in the sport.

#### **Purpose of the job**

- To support the delivery of the British Rowing Birmingham Rowing Strategy 2013-2017.
- To coach, support and organise indoor and outdoor rowing opportunities for key projects, working towards achieving a variety of public health, Sportivate, Satellite club funding, HE and participation targets in Birmingham.
- To help deliver and expand the newly formed B-ROW 'Youth rowing in Birmingham' offer.
- To help support, mentor participants and coaches within schools, colleges and the University of Birmingham at Edgbaston reservoir, Sutton Park and other water sites across the city.
- To achieve and retain a yearly targeted number of participants partaking within 1 x 30 minutes a week.
- To create a good working relationship with Birmingham Sport and Physical Activity Partnership who have been a key supporter of this role's establishment in Birmingham.
- To deliver rowing as an outdoor sport activities for currently inactive families within the existing network of canals, lakes and parks across Birmingham.
- To deliver and support rowing activity within the Active Park Rowing project working with Bear Creek Adventure Ltd & Edgbaston Watersports Centre and Birmingham Rowing Club.
- To create 12 new satellite clubs within Birmingham.

#### **Line Management**

The post holder will report to the B-ROW Committee & British Rowing Birmingham/Black Country project officer.

#### **Specific Responsibilities**

These include:

- **To develop rowing opportunities for young people through the new B-Row partnership and establish participation and education programmes within schools, colleges and local youth organisations.**

Support the delivery of the new 'B-ROW' package created to offer young people more rowing opportunities in Birmingham city. B-Row will create a new working partnership with local schools, colleges and youth organisations. This role will help deliver and expand the B-Row offer of curriculum and extra curriculum indoor and outdoor rowing packages.

- **Delivering weekly, evening and weekend indoor and outdoor rowing sessions within the key Birmingham work areas.**

The coach will help administer, mentor and coach within key projects across the city. This role is expected to help increase the access to quality coached learn to row courses, taster sessions, indoor rowing sessions and club sessions. These will take place during the week, evenings and on weekends. The role will be responsible for the safety and involvement of participants both indoor and on the water. The role will work closely with Birmingham Rowing club, Bear Creek Adventure Ltd & Edgbaston Water sports and Sutton Park.

- **Supporting delivery of the Birmingham BE-Active program called Active Parks.**

Delivering and mentoring the wide base of coaches within Bear Creek Adventure Ltd & Edgbaston Water sports Centre. The coach will help increase the standard of coaching, accessibility and sustainability of future rowing taster sessions for inactive families and BE-Active members at Edgbaston reservoir. This will create a participant transition route to further rowing opportunities and promote a healthy habit for life.

- **Satellite club set-up.**

To help liaise and establish links with schools, FE and HE partners to be able to coach and expand membership of 12 new indoor satellite rowing clubs across Birmingham within the next 4 years.

- **Administration and project specific responsibilities.**

Creating coaching and training programmes for taster and learn to row sessions, undertaking indoor and outdoor equipment maintenance, reporting participation figures and being responsible for opening and closing facilities. The post will work closely to achieve key project and partnership aims and objectives.

### **General Responsibilities**

These include:

- Following both B-ROW and British Rowing's policies and procedures, making sure that these are consistently being applied by staff and rowing participants.
- Representing and increasing the presence publicly of B-ROW, British Rowing, and other key partners within the work program such as the Birmingham Sport and Physical Activity Partnership.
- To help and offer the local water sports centre, local schools, colleges, club and University with regular equipment maintenance and repair.

- To liaise and work regularly with the British Rowing Project Officer, B-ROW, Birmingham RC and University of Birmingham coaches, Bear Creek Adventure Ltd & Edgbaston Watersports colleagues, Birmingham Sport and Physical Activity Partnership officers and local school, college contacts.
- To be available to provide extra paid sessional hours for Bear Creek Adventure Ltd & Edgbaston Watersports Centre out of this role's contracted hours.
- Contribute, where appropriate, to B-ROW and British Rowing other work commitments.

### **Criteria for Success**

To deliver against an annual action plan that will have targets around;

- Increasing the amount of new participants partaking within indoor rowing activity in Birmingham.
- Delivering key targets for the funding investment and workforce development support from Birmingham Sport and Physical Activity Partnership
- Increasing the amount of new participants rowing on the water at Edgbaston Reservoir, Sutton Park and other areas across Birmingham.
- Increasing the amount of British Rowing members within a number of the key partners.
- Increasing the amount of users within the new developments in Birmingham.
- Increasing the amount of new coaches supporting the sustainability of the wide range of projects across the city.
- Established 12 new satellite indoor rowing clubs in Birmingham.

### **Contract, Hours and Leave**

**25.5 hours per week** (work load dependant).

The coaching role will be signed up to a 'sessional worker' based contract through the B-ROW Partnership. This contract has been designed to provide a rowing coach service that will achieve key participation and project targets for B-ROW and British Rowing. This role will work very closely with these organisations. B-ROW and British Rowing will play a key part in line managing this contracts targets and responsibilities. However, the post will not be an official employee of either.

The role will be on a fixed two year contract and Salary per annum. The post will be responsible for making their own arrangements for payment of **Tax and National Insurance contributions**. The contractor will need to provide B-ROW with a professional certificate of self-employment.

The post will also be placed on a Bear Creek Adventure Ltd & Edgbaston Watersports 'sessional worker' contract. This will support extra rowing opportunities at the centre and Edgbaston. These will be **extra working hours** beyond this post's work schedule. These hours will not be included within this roles salary, work hours or work program.

As a 'worker' for the purposes of the Working Time Regulations 1998 the Contractor is required to take a minimum of four weeks holiday (20 days, including bank and public holidays) in each holiday year (April-March).

The coach will need to provide an up to date Enhanced DBS (CRB) disclosure and references.

**Chris Farrell**

British Rowing Birmingham/ Black Country Project Officer

September 2013