

The Leicestershire College

Job Description

1. Job Details

Job Title:	NFL Academy Running Backs Coach (Fixed Term till 31 st July 2027)
Department:	Elite Sport
Reporting To:	NFL Academy Head Coach
Competency Level:	Business Support 4
Hay Grade:	G4/5
Salary:	£33,089 - £38,690 per annum
Date of Job Evaluation:	tbc
Date:	April 2026

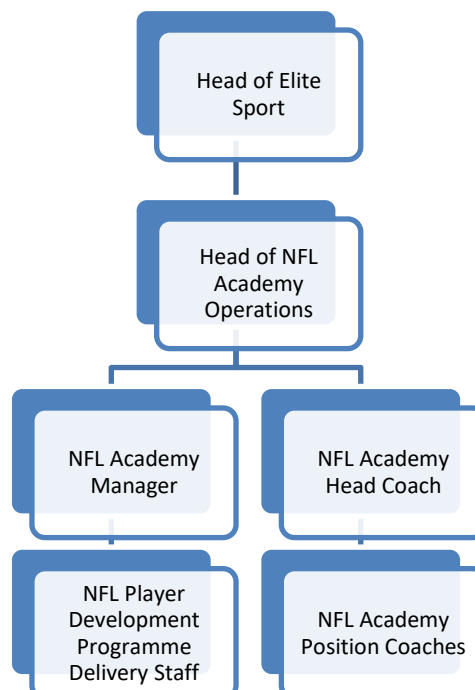
2. Job Purpose

To act as the NFL Academy Running Backs Coach for all identified players delivering a comprehensive player development, practice and game programme. Assist the Director of the NFL Academy and the Head Coach with all aspects of the Football programme.

3. Dimensions

Not applicable.

4. Organisation chart



Name:	Job Description Template -TLC	Owner:	HR
Document Reference:	HR-TT-078	Last Review:	Aug 2025
Version:	1.0	Next Review:	Aug 2027

*This document is the property of the Leicestershire College.
Any reproduction, even partial, is prohibited without prior written agreement.
Document "uncontrolled" when printed.*

5. Diversity and Inclusion

Loughborough College Group is committed to operating with Fairness, Respect, Equality, Diversity, Inclusion and Engagement at the heart of our organisation.

We are all responsible for ensuring that all individuals receive the same opportunities to develop, grow and achieve their full potential, regardless of personal circumstances and individual differences.

Our FREDIE values are relevant to the whole College community and support the way in which we work and interact with each other.



6. Key Responsibilities

Role specific responsibilities

- To coach all student-athletes at the Running Back position in the Academy to a high standard.
- On-site coaching in games and practices, including organisation and implementation of daily practices.
- Prepare film breakdown and analysis, and present analysis to team members.
- Ensure all Running Backs receive regular feedback on their Football development priorities and progress.
- Collaborate effectively with the multi-disciplinary team of Performance Support, Academic and Welfare staff across all aspects of the Academy.
- Assist with day-to-day operations of the football programme including preparing practice plans, schedules and managing the Football equipment and storage.
- Attend all NFL Academy games and support, where required, assist with any planning and logistics for games and combines.
- Assist with all special teams including the planning and execution as requested by the Head Coach.
- Assist with the identifying, evaluating, and recruiting of players as requested by the Head Coach including liaising with prospective players, parents and their school or club.

- Support student-athletes in their recruitment process to advance to higher education institutions with the awareness of NFL Academy KPI's.
- Together with relevant college staff, monitor players' academic progress and attendance, along with their overall wellbeing and performance to ensure holistic support and development is in place to meet their needs and maximise their potential.
- Ensure safety and well-being of all learners in the academy.
- Provide regular reports to the Head Coach, Head of NFL Academy Operations and University Head of Performance Support on the health and performance of players in the Running Backs group.
- Engage in regular professional development and continually update technical knowledge on Football development and a wide range of performance topics, from time-to-time present learning/development reports to other coaches as part of the plan.
- Contribute to the wider development of the NFL Academy, promoting the role of Football, Education and Character Development.
- Support the Head Coach and the Director of the NFL Academy (operations) with additional duties as requested.

Core Responsibilities

- To promote the College groups vision, mission and strategic objectives and to promote the values and behaviours which underpin them at all times.
- To act as an ambassador for the college group in dealings with all external agencies (other colleges, funding bodies, suppliers, learners, parents and employers) and to maintain the highest standards of professional conduct.
- To promote Loughborough College Group and its subsidiaries as the first-choice destination for learners, employers and staff alike.
- To proactively promote equality of opportunity in all aspects of the work role and to assist in the leadership and management of compliance to the agreed Health & Safety policy and practice.
- To promote a positive approach to security and discipline within the College community.

7. Key Result Areas

Action	Result
Coach all Running Backs to a high standard, ensuring comprehensive feedback and development plans	All identified student-athletes will develop at the expected rates or better and will contribute to the overall success of the team including the NFL Academy KPI's
Lead the Running Backs, ensuring all players have the necessary preparation and knowledge to compete at an elite level	All Running Backs are well coached, and the players understand the purpose and processing of the sport.
Be held accountable to the Running Back position both on and off the field	Well-disciplined student-athletes that are able to take responsibility for their own actions both on and off the field.
Plan and coordinate daily practice and games with other coaches, players and staff	Practice and games run smoothly, and all players and coaches understand what is expected of them

8. Key Working Relationships and Communications

Internal: Loughborough College Group staff, learners and athletes.

External: Partners, NFL and parents.

9. Scope for Impact

Not applicable.

10. Competency Profile

The following profile is a description of the required competencies of the role:

Working with Excellent People	Responsiveness
<p>Brings leadership qualities to supervisory skills; inspires others to be their best considering the FREDIE values. Effectively manages team to deliver a service, providing clear direction and support.</p> <p>Increases employee engagement Communicates with impact and sophistication; adapts style and uses varied media to meet different audience needs.</p>	<p>Supports change and supports colleagues in adapting to change. Motivates a team to come up with ideas for improvement and supports implementation.</p> <p>Keeps informed of College priorities and direction and works in this direction. Uses a structured and collaborative approach to solving problems in own and related work areas.</p> <p>Reaches clear, definite and timely decisions based on thorough understanding of the facts and an eye to their practical implications. Multi-tasks and consistently delivers own and team objectives on time and to standard.</p>
Ensuring Financial Sustainability	Self-Awareness
<p>Justifies expenditure; gets best value for money; contributes to budgeting process. Demonstrates commercial awareness in own work; uses basic business metrics to ensure this.</p>	<p>Manages and improves health, safety and wellbeing of team; team or department comply fully with College policies.</p> <p>Improves diversity, equality and inclusion in own area; challenges inappropriate behaviours. Understands self and others; communicates with sensitivity; handles difficult people and events effectively.</p>
Delivering Excellent Quality	
<p>Anticipates customer needs; prevents poor service; delivers consistently high-quality service. Credibly represents the College by demonstrating a superior knowledge of subject area - current and related topics.</p> <p>Takes ownership for own development, supports that of others and develops beyond own role. Knows how to handle, store, disseminate and share digital information and data in a responsible and ethical way.</p>	

11. Knowledge, Skills and Experience (Person Specification)

QUALIFICATIONS		ESSENTIAL	DESIRABLE	HOW ASSESSED
1.	Possess a degree in a relevant subject area		•	Application/ Interview
2.	Possess recognised American Football Technical coaching certificates	•		Application/ Certificates
3.	Possess qualifications in Maths and English Levels 4-9 (GCSE Grades A-C) or equivalent	•		Application/ Certificates
EXPERIENCE				
4.	Experience of coaching American Football in a successful programme	•		Application/ Interview
5.	Experience in recruitment of athletes into a programme and existing external network for onward pathways	•		Application/ Interview
6.	Experience of coaching Running Backs in a successful programme		•	Interview
7.	Experience of developing players through long term coaching and mentoring		•	Application/ Interview
8.	Experience of working collaboratively with a team of support staff to enhance performance and player development	•		Application
9.	Experience in working with academic and welfare staff in an educational institution or organisation		•	Application
10.	Experience of supporting and managing diverse groups of learners	•		Application/ Interview
11.	Proven experience of motivating learners to achieve excellent results	•		Interview
SKILLS & KNOWLEDGE				
12.	An in-depth knowledge of the technical, tactical requirements and latest developments in American Football	•		Application/ Interview
13.	High level American Football coaching and planning skills		•	Interview
14.	Knowledge of a variety of approaches to coaching and player development	•		Interview
15.	Excellent interpersonal skills, with the ability to build rapport and effective relationships	•		Interview
16.	Work flexibly and to deadlines	•		Application/ Interview
17.	Excellent planning, coordination and organisational skills	•		Interview
18.	Communicate effectively to a diverse range of stakeholders at all levels	•		Interview
19.	Demonstrate your understanding of diversity and inclusion	•		Application/ Interview

BEHAVIOURS			
20.	Work effectively with colleagues as part of team	•	Interview
21.	Motivate and relate with learners from a range of different cultural backgrounds	•	Interview
22.	Comply with professional standards at work	•	Interview
23.	Show commitment to the improvement and maintenance of standards	•	Interview
24.	Promote the College's equal opportunities policy and practices	•	Interview
25.	Ensure the safeguarding of students	•	Interview

Notes

1. A satisfactory Enhanced Disclosure & Barring Service check is required for this post. Loughborough College Group is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.
2. As part of this role, you are expected to undertake reasonable additional duties such as Exam Invigilation, Welcoming Students and Staff onto campus, supporting with open days and promoting a safe environment across the College Group. This is expected of you in the post mentioned above and all other posts within the College Group.
3. This job description and person specification was prepared in April 2026 and may be amended in light of changing circumstances following discussion with the post holder.

12. Job Description Agreement

Job Holder Signature		Date	
-----------------------------	--	-------------	--