

The Leicestershire College

Job Description

1. Job Details

Job Title:	Sessional Sports Coach (Specialising in Rugby)
Department:	Elite Sport
Reporting To:	Curriculum Manager/Deputy Head of Elite Sport
Competency Level:	Business Support 3
Hay Grade:	G3
Salary:	£18.97 per hour (Coaching Rate) & £12.21 per hour (Meeting Rate)
Date of Job Evaluation:	TBC
Date:	May 2026

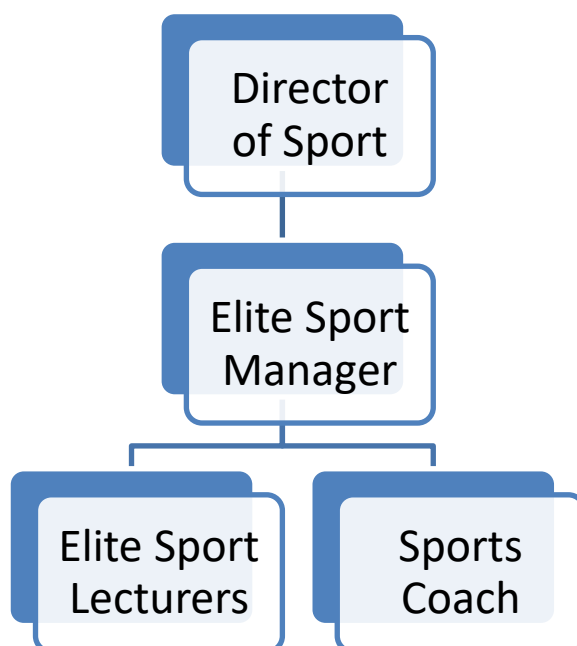
2. Job Purpose

To deliver a high quality and inspiring student-athlete development programme along with high quality teaching and learning where knowledge being transferred is predominantly know-why or conceptual knowledge. This post may involve weekend work. This post will involve curriculum delivery support.

3. Dimensions

Not Applicable

4. Organisation chart



Name:	Job Description Template -TLC	Owner:	HR
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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 deliver high quality and challenging learning experiences.
- To lead on the planning, delivery and development of a high-quality student-athlete programme aiming to develop students to reach their potential in both academic and sporting capabilities.
- To undertake recruitment responsibilities as designated by the Line Manager.
- To source and support appropriate exit routes for student-athletes appropriate to their development.
- To undertake administrative duties and lead on the competition element of the programme.
- To lead on providing athlete support collaborating with internal and external partners as appropriate to the athletes' development.
- To support the delivery of Work-Related Learning programmes within the department.
- To prepare lesson plans materials and resources for individual sessions utilising a range of media.
- To deliver high quality learning experiences.
- To assess groups of students on a range of courses ensuring that practical and written work is assessed in line with awarding organisation and college requirements.

- To ensure that students on vocational programmes work within the agreed timescales to satisfy Awarding Organisation criteria.
- To participate in moderation processes and internal verification and support assessment practices
- To hold progress reviews with students in line with course, programme or framework requirements
- To comply with best practice administrative and quality assurance systems.
- To undertake appropriate staff development and training, including the maintenance and updating of specialist skills.
- To attend and actively participate in area and department meetings, planning events, open days and recruitment events.
- To modify duties and responsibilities as required to meet new situations, in consultation with the curriculum area leader/manager and college management.

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
Plan and deliver a high-quality academy programme.	Student success/progression and College reputation.
Plan, deliver and assess effective learning programmes.	To ensure all students succeed.
Apply effective differentiation and stretch and challenge techniques.	To ensure all students achieve to the best of their ability.
Monitor progress and disseminate learner progress with key staff.	To ensure students are on track to achieve their target grades.
To participate in moderation and internal verification.	To ensure awarding organisation criteria are met and academic standards maintained.
To support quality assurance and quality improvement.	To ensure Awarding Organisation requirements and College KPIs are met.

8. Key Working Relationships and Communications

Internal: Head, Deputy Head, Curriculum Manager, Curriculum Area Lead, Advanced Practitioners, Curriculum Staff, Administration Staff, Support Services Staff.

External: Awarding Bodies, relevant organisations/clubs for player development, National Governing Bodies, support services staff

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. Looks for opportunities to do own job better; puts forward ideas. Always considers longer term impact of own tasks 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>Works efficiently; makes best use of the College's resources. Own work consistently contributes to the strategic aims of the College.</p>	<p>Manages and improves health, safety and wellbeing of team; team or department comply fully with College policies. Improves diversity, equality and inclusion in own area; challenges inappropriate behaviours.</p> <p>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. Informs and promotes subject area convincingly; is an ambassador for the College's activities. Takes ownership for own development, supports that of others and develops beyond own role.</p> <p>Has an awareness of the different forms of digital content, tools and technologies that can meet specific needs of the role and understand the benefits and limitations.</p>	

11. Knowledge, Skills and Experience (Person Specification)

QUALIFICATIONS		ESSENTIAL	DESIRABLE	HOW ASSESSED
1.	Possess a degree in a relevant subject area.	•		Application/ Certificates
2.	Possess a relevant NGB Level 2 coaching qualification.	•		Application/ Certificates
3.	Possess or be working towards a relevant NGB level 3 coaching qualification.		•	Application/ Certificates
4.	Possess assessor and/or verifier qualifications.		•	Application/ Certificates
5.	Possess a teaching qualification.		•	Application/ Certificates
6.	Possess qualifications in Maths and English Levels 4-9 (GCSE Grades A-C) or equivalent.	•		Application/ Certificates
EXPERIENCE				
7.	Experience of designing and delivering vocational/academic sport programmes to student-athletes.		•	Application/ Interview
8.	Experience of teaching or instructing.		•	Application
9.	Experience of elite sport and coaching within this sector.	•		Application
10.	Experience of supporting and managing diverse groups of students.	•		Interview
11.	Proven experience of motivating student-athletes to achieve excellent results.	•		Interview
12.	Experience contextualising and embedding learning to meet specific learning needs.	•		Interview
13.	Evidence of effective use of ICT/ILT in all aspects of work.	•		Interview
SKILLS & KNOWLEDGE				
14.	Excellent coaching/teaching and learning skills.	•		Interview
15.	Experience of active learning and assessment methods.	•		Interview
16.	Knowledge of a range of teaching and coaching methodologies and the ability to utilise these effectively within a variety of contexts.	•		Application
17.	Work flexibly and to deadlines.	•		Interview
18.	Excellent planning, administration and organisational skills.	•		Interview
19.	Communicate effectively to a diverse range of stakeholders at all levels.	•		Interview
20.	Work autonomously and as a part of a cross-curricular team.	•		Interview

21.	Provide clear and formative feedback on academic and pastoral issues.	•		Interview
22.	Demonstrate your understanding of diversity and inclusion.	•		Application/ Interview
BEHAVIOURS				
23.	Work effectively with colleagues as part of team.	•		Interview
24.	Motivate and relate with student-athletes from a range of different cultural backgrounds.	•		Interview
25.	Comply with professional standards at work.	•		Interview
26.	Show commitment to the improvement and maintenance of standards.	•		Interview
27.	Promote the College's equal opportunities policy and practices.	•		Interview
28.	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 May 2026 and may be amended in light of changing circumstances following discussion with the post holder.

12. Job Description Agreement

Job Holder Signature		Date	
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