



Salary: £26,000 per annum

Contract: Fixed term contract for 12 months (with potential to extend for a further 12 months)

Hours: Annualised hours (flexible work pattern based on an average of 36 hours per week)

Benefits: 28 days annual leave (including bank holidays) / Pension

Start date: August 2020 (with interviews in April/May 2020)

Job Description

Epsom Hockey Club (the Club) is seeking an experienced and proactive Director of Hockey Development to help the Club continue to flourish and build for the future through having a clear vision and a commitment to high quality delivery.

The Club currently has 600 playing members (260 adults, 340 juniors). The Club fields 15 senior teams (9 men's and 6 women's), several successful masters cup sides and runs a thriving junior programme from U8s through to U18s. The 2018/19 season saw the opening of the Club's new pitch at Old School's Lane in Ewell and the Club is now focused strongly on raising the remaining funds needed to build a clubhouse at the site.

The Director of Hockey Development will be responsible for helping implement the Club's development plan, focusing initially on shaping and leading the junior coaching programme, managing the development of junior section coaches, building school-club links, coordinating holiday camps and working closely with the General Committee to raise and maintain the profile of hockey in the local community.

In terms of the school's outreach programme, this role also sits at the heart of a strategic partnership between Epsom Hockey Club and Epsom College. During term time a core aspect of the role will be to deliver 16 hours per week of specialist hockey coaching at the College.

Key responsibilities

Strategic Planning & Leadership

- Produce and oversee a structured plan for the short, medium and long-term development of junior hockey within the Club, achieving a balance of participation and excellence
- Provide strong leadership ensuring a collective understanding and ownership of the development programme across the junior coaching team
- Oversee the recruitment and training of coaches and helpers to underpin delivery of the junior programme
- Evaluate and monitor progress against the development plan aims and objectives.

Delivery (in partnership with the Director of Hockey at Epsom College)

- Lead implementation of the junior development plan, working as part of the junior coaching team to deliver a structured, high quality, young person-centred programme on Sundays and midweek evenings
- Coach Club senior teams at midweek training and/or on Saturdays
- Drive coach and volunteer development – providing mentoring, coordinating workshops and CPD training events (e.g. for parent helpers) and directing potential coaches to appropriate courses
- Work closely with Epsom College's Director of Hockey to deliver a structured programme of specialist hockey coaching at the school and create a strong player pathway into the Club
- Create and deliver a community programme, utilising outreach and club-based activities, that will enhance school-club links, widen opportunities and increase club membership e.g. hockey heroes after-school clubs, primary school festivals

Director of Hockey Development | Epsom Hockey Club

- Co-ordinate and deliver the Surrey Youth Games hockey programme on behalf of the Club and in conjunction with Epsom and Ewell Borough Council and Active Surrey
- Create and run a programme of hockey camps during half term and main school holidays.

Club Operations

- Work closely with the Club Manager, General Hockey Committee and Junior Hockey Committee to ensure the successful delivery of the junior programmes
- Identify opportunities for income generation
- Report regularly to the General and Junior Committees.

The purpose of this job description is to indicate the general level of duties and responsibility of the post. Some areas of the role may vary from time to time and as a result the expected times of work can vary, often including evening and weekend work. Professional flexibility will be granted to ensure this is possible.

Pre-employment checks will be undertaken including an enhanced DBS check.

Person Specification

Your application will be reviewed against the essential and desirable criteria listed below. Applicants are strongly advised to include evidence and examples of how they meet each criterion in their application

Essential Criteria

- Significant experience of developing and delivering strategic hockey development programmes, both on and off the pitch.
- Proven hockey coaching experience (from foundation to performance level), including substantial experience of coaching high-level players and/or talented young players.
- Level 3 Hockey Coaching Qualification or equivalent experience (or the willingness and ability to achieve within 12 months of starting the role).
- Proven experience in the development of long-term coaching programmes, including knowledge of current and innovative coaching and training concepts.
- Experience and understanding in dealing with England Hockey and finding solutions to typical hockey club operational challenges.
- Hockey appropriate First Aid, Safeguarding and Health & Safety qualifications (willingness to update these if out of date).
- Proven ability to lead, motivate and empower a team to deliver key performance outcomes.
- Strong organisational, administration and time management skills.
- Excellent communications skills, both written and oral.
- IT skills necessary for planning and monitoring, budget management, report writing and general communication, including competency in Microsoft Office (Word, Excel, Access and PowerPoint).
- Flexibility and willingness to work irregular hours as necessary.
- Legal right to work in the UK.

Desirable Criteria

- Desire and ability to work towards advanced/specialist coaching awards and qualifications.
- Experience of participating in high-level club and international hockey.
- Sport-related degree or equivalent experience.

If you have any questions about the role, please contact chair.hockey@epsomsportsclub.co.uk.

To apply, please send your CV along with a supporting covering letter to the above email address by 9 April 2020. In your covering letter, please tell us a) why you're interested in this opportunity, b) what you feel you can bring to the position and to the Club, and, c) how you meet the requirements of the role and can show that you possess the experience, knowledge and attributes we're looking for.

Interviews will be held in late April/early May 2020. *Previous applicants need not apply.*