

**JOB DESCRIPTION  
Trampolining Coach**

<b>Responsible to:</b>	
<b>Responsible for:</b>	

**KEY OBJECTIVES**

1. To support and contribute to the company's mission statement – 'To create active places and healthy people'
2. To instruct and motivate pupils following British Gymnastics guidelines
3. To provide a professional and high quality service to all participants (and where applicable, their parents)
4. To plan and prepare progressive lesson plans for all classes (in writing)
5. To ensure assistant coaches are aware of their duties and have been provided with lesson plans within an appropriate time frame
6. To remain fully informed of the latest developments through British Gymnastics
7. To ensure the Health and Safety policy of the centre in addition to those from British Gymnastics are adhered to at all times

**K.O.1**

1. To thoroughly check the set-up of apparatus before use for safety and report any damage to the Duty Manager
2. To prepare and test participants on the relevant badges as required
3. To ensure spotters are of adequate size and have been appropriately trained
4. To offer advice and support to pupils as necessary
5. Ensure the sessions begin promptly and wherever possible, parents are able to spectate in comfort
6. Allow time after each session to speak to parents, or make alternative arrangements e.g. phone them later
7. Liaise with Activity Co-ordinator to ensure that the information is given out to pupils/parents e.g. details of the next course, test weeks etc.
8. To contact Activity Co-ordinator/ Duty Manager should participants show up for classes that are not on coaching registers
9. Where necessary, fill in any gymnastics coach shortages
10. To attend coaches meetings as required

**K.O.2**

1. Ensure that gymnasts are appropriately dressed for the activity being under taken
2. Maintain high standards of personal presentation
3. To assist with the cleaning away of the equipment if required.
4. To attend fire training annually

**Health and Safety:**

As a senior member of staff you are responsible for the safety and welfare of any staff under your direct control, and you must therefore have knowledge of the Company's Health & Safety Policy and relevant instructions to your area of work. Any matter which you consider requires attention in this respect is your responsibility to report following the correct procedures, or to the Health and Safety Manager. Copies of the current Health & Safety Policy and Safety Procedures are available in the Centre.

**NB.**

This is not intended to be a full definition of duties and staff will be expected to assist in such other duties as may be allocated. This job description is subject to variation as the needs of the Centre and the Company may require.



# Places Leisure

Part of Places for People

*I have received and understood this job description.*

Employee Name \_\_\_\_\_ Signature \_\_\_\_\_

Manager's Name \_\_\_\_\_ Signature \_\_\_\_\_

Date \_\_\_\_\_