



Job Description

Post Title

Disability Development Coach

Department/Location

Huddersfield Town Foundation

Reports to

Head of Inclusion, via the Disability Coordinator

Purpose of the Role:

The post holder will be required to support the Disability Coordinator in the development and delivery of the Premier League and BT Disability programme, with the aim of building positive relationships with new and existing disabled peoples organisations, SEND and mainstream schools, and wider community partners.

Working closely with the Disability Coordinator, the post holder will support in the development and delivery of new interventions, including sport and physical activity sessions and disability-awareness sessions, and will be required to monitor and evaluate the impact of the Premier League and BT Disability Programme. Such evaluation informs the continuation of and/or development of future programmes.

Functional Links

Internal: Huddersfield Town Foundation CEO
Head of Inclusion
Head of Education
Head of Sport
Disability Coordinator
Disability Officer
Primary Stars Coordinator

External: Head Teachers
Teachers
Pupils and their parents/carers
School Sports Partnerships (SSPs).
The FA
Disabled People's Organisations
Charities
Other – to be confirmed



THE TERRIERS

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Twitter: [@htafcdotcom](https://twitter.com/htafcdotcom) / Facebook: [htafcdotcom](https://www.facebook.com/htafcdotcom) / Company Number: 1771361

Critical Success Factors

The post holder will be required to support and contribute to the Huddersfield Town Foundation's PL and BT Disability funded programmes outcomes, which are:

- People in Kirklees who have a disability have further opportunities to become more physically active.
- There is evidence of a greater number of people with a disability becoming more independent.
- There is increased inclusive provision throughout Kirklees.
- There is evidence that a greater number of people with a disability are achieving vocational qualifications and increasing their leadership and employability skills.

General Responsibilities

The post holder is required to:

- Work alongside and coordinate the Huddersfield Town Foundation's team of casual coaches and volunteers.
- Complete all monitoring and evaluation processes to ensure that the impact of the project(s) is demonstrated to key funders.
- Work flexibly and unsociable hours on occasion, to fulfil the role in its entirety.
- Work to agreed personal objectives and personal Key Performance Indicators, as determined by the Head of Inclusion.
- Comply with Charities' policies.
- Promote the Huddersfield Town Foundation brand and ethos in a professional and positive manner.
- Be an ambassador for the Huddersfield Town Foundation and Huddersfield Town AFC at all times and in all aspects of the role and employment relationship.
- Work alongside other team members in a collaborative and supportive manner, also supporting other areas of the organisation as and when required to promote and share best practice.
- Take personal and shared responsibility for maintaining the highest standards of Health and Safety within the Foundation's premises and at any other site related to Huddersfield Town AFC, in accordance with the Health and Safety at Work Act 1974.
- To maintain comprehensive knowledge of best practice in equality and diversity, and safeguarding.
- To undertake any other duties as may be required from time to time, commensurate with the level of the post.



Role Specific Responsibilities

Delivery

School Sport:

- To deliver a wide range of school sports sessions, including national curriculum PE lessons, tailored Multi-Sports Sessions, and SEND interventions, within SEND and mainstream schools in Kirklees.

Recreational Sport:

- To support and deliver a wide range of recreational provision to people of all ages, irrespective of ability, that increase physical activity and levels of social integration, through participation in different sports.

Competitive Sport:

- To support the development, set up and delivery of the Huddersfield Town Foundation's Pan Disability Football Club.

Disability Awareness:

- To plan and deliver the Disability Awareness Programme to targeted groups in the local community, to raise awareness of disability and inclusivity.

Behaviour/Conduct

The post holder is required to:

- Be proactive with workload and interventions;
- Seek to continually develop their skills and knowledge;
- Adopt an organised and structured approach to fulfilling the duties and responsibilities of the role;
- Communicate appropriately at all levels;
- Be flexible to fit the development and growth of the organisation;
- Be flexible in hours of work;
- Be trustworthy and adhere to the Foundation's Code of Conduct and Ethics;
- Adhere to protocol and respect confidentiality in all matters, also protecting any data relating to the area of work in accordance with the Data Protection Act 1998 and the General Data Protection Regulation (GDPR) 2018;
- Consistently demonstrate high standards of behaviour and appearance and encourage the same from others;



- Demonstrate a commitment to safeguarding and promoting the welfare of children and young people, and
- Be respectful of others at all times and to behave in a non-discriminatory manner, taking account of all protected characteristics as specified in the Equality Act 2010.

Additional Information

Safeguarding:

Huddersfield Town Association Football Club (HTAFC) Ltd. is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

It is anticipated that the role of Disability Development Coach will involve the supervision of and work with children and young people or vulnerable adults; therefore, the post holder will require an Enhanced Criminal Records Check (CRC) through the Disclosure and Barring Service (DBS).

As such, this post is exempt for the rehabilitation of Offenders Act (1974) and the applicant must disclose all previous convictions including spent convictions.

The post holder will also be required to undergo Safeguarding Training, to be agreed with the Head of Safeguarding.

Equality, Diversity and Inclusion

Huddersfield Town AFC is a diverse Club that respects all characteristics under the Equality Act 2010; we want everyone to feel valued and included within the Club and to be able to achieve their full potential. Huddersfield Town AFC has a zero-tolerance approach to any form of discrimination and commits itself to the redress of any inequalities by taking positive action where appropriate. These statements and approaches apply equally to the Huddersfield Town Foundation.

Accepted by:

Name (Printed)

Name (Signed)

Date



Person Specification

Post Title

Disability Development Coach

| Area of Expertise | Essential | Desirable |
|-----------------------|---|--|
| Experience | <ul style="list-style-type: none"> • Experience of working with disabled people of all ages. • Experience of working in a sport and/or physical activity environment. • Experience of planning and delivering physical education to National Curriculum guidelines. | <ul style="list-style-type: none"> • Experience of delivering within a classroom setting. • Experience of engaging with local networking groups within the disability sector. • Experience of working in the Charitable sector. • Previous experience of working at a football club or in a Trust/ Foundation. |
| Qualifications | <ul style="list-style-type: none"> • FA Level 2 in Coaching Football. • Level 2 Coaching qualification from any UK Sport recognised sports. • Range of sports qualifications including at least one Level 2 qualification in any sport. • Safeguarding qualification. • First Aid qualification. • Full driving licence and the use of a vehicle and/or ability to travel throughout Kirklees using public transport. | <ul style="list-style-type: none"> • AfPE Level 3 Supporting of PE and School Sport. • FA Coaching Disabled Footballers Award. |



| Area of Expertise | Essential | Desirable |
|--------------------------------------|--|---|
| Specific Skills and Knowledge | <ul style="list-style-type: none"> • Excellent verbal and written communication skills. • Excellent organisational skills including the ability to manage own time, plan, and regulate and prioritise demands. • Ability to liaise in a professional manner with partners and people from all backgrounds. • Competent user of IT and in particular, Microsoft Office applications. | |
| Additional Requirements | <ul style="list-style-type: none"> • Flexible approach to work and working hours, to meet the demands of the role. • Passionate about making a difference through sport and other community-based projects. • Suitable to work in an environment in which there will be contact with children and young/vulnerable adults. • Commitment to equality and diversity initiatives, and anti-discriminatory practice. | <ul style="list-style-type: none"> • Lives within a reasonable distance to travel to work. |

