

Job Description – Gymnastics Helper



Responsible to: The lead coach for the session
Head coach
Tetbury Gymnastics Club management committee

Duties and Responsibilities:

- To assist with warm-ups of whole groups as directed by the lead coach.
- To develop gymnastics skills using structured and progressive activities, as directed by a written lesson plan or by instructions from the coach responsible for the session.
- To help to ensure maximum use of time and space by all gymnasts.
- To actively participate throughout the whole gymnastic session to encourage and correct gymnasts where appropriate.
- To prepare gymnasts working towards the Rise Gymnastics Programme, as directed by the lead coach.
- To assist with conditioning sessions for a whole group.
- To become familiar with the individual needs of gymnasts in each group and to provide feedback to gymnasts so that they know what they have to do to improve.
- To assist with gymnasts taking part in competitions or events.
- To be aware of the range of skills covered by the qualification held and not to coach skills outside the syllabus unless specifically authorised by the head coach.
- To provide assistance to a more qualified coach when required.
- To undertake administrative duties as requested by the lead coach or the head coach.
- To help to supervise the dispersal of gymnasts at the end of each session (Helpers aged 18+ only).
- To report any accidents, illnesses, safety hazards, discipline issues or child protection concerns to the coach responsible for the session immediately if appropriate but not later than the end of the session.
- To be aware that disruptive behaviour will not be tolerated and to report any such behaviour to the lead coach.
- To take an active approach to developing technical knowledge and coaching skills.
- To provide encouragement and support to unqualified coaching volunteers.
- To help to safeguard the welfare of all gymnasts and coaches and to take all reasonable steps to minimise the risk of accident or injury.
- To become familiar with and adhere to the policies and procedures of Tetbury Gymnastics Club.
- To undertake other duties commensurate with the level of the post, where reasonably requested by the head coach.

Person Specification - Gymnastics Helper

Skills	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> • BG Gymnastics Helper certificate. 	
Experience	<ul style="list-style-type: none"> • Experience delivering a range of gymnastic programmes. • Experience of coaching in various settings to a wide range of abilities. 	<ul style="list-style-type: none"> • Experience in a customer facing environment.
Aptitude, skills and abilities	<ul style="list-style-type: none"> • Ability to work as part of a team. • Ability to manage time • Ability to work under own initiative. • Ability to form positive working relationships with a range of people including gymnasts, parents and colleagues. • Ability to deliver and support the club's ethos and structure in all sessions. • Ability to motivate and assist gymnasts to develop new skills safely. 	
Personal Attributes	<ul style="list-style-type: none"> • Excellent interpersonal and communication skills • Punctual and reliable. • A commitment to personal development. 	
Job related requirements	<ul style="list-style-type: none"> • The ability to work antisocial hours including evenings and weekends. • If aged 16+, the ability to produce an enhanced DBS check issued within the last 12 months or obtain one from British Gymnastics prior to starting in post. • If aged 16+, the ability to undertake the BG age appropriate safeguarding training. 	