



# BOURNEMOUTH ATHLETIC CLUB

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## Coaches Roles and Responsibilities

### Main Purpose of Job:

- To provide practical guidance and teaching to athletes in line with the Junior Section Clubmark Chapter.

### Directly Responsible to:

- Club Chairman

### Key Responsibilities:

- Working with the other club coaches:
  - Ensure the club's junior coaching sessions are run in a safe manner e.g carry out risk assessments
  - Assist in the preparation of coaching sessions in advance
  - Assist in the preparation and running of each session
- Give feedback on the organisation and degree of success of junior coaching and competitions.
- Travel to competitions with the junior team(s) when available to do so
- Inform the Club Chairman in advance of any sessions that cannot be attended
- Ensure personal actions conform to and abide by nationally accepted practices
- Attend agreed external Athletics courses, functions or fixtures to improve qualifications
- Ensure the highest standards of respectability whilst representing the club are met
- Assist in the review of the overall operating procedures of the club to ensure that it meets best practice. To provide ad hoc duties as required.

### Manpower and resources:

- Teaching and coaching staff

### Special relationships:

- Club chairman; other coaches; Club Professional Advisors: District and Town Councils; National, District Athletics Bodies; Club Sponsors.

### Performance Measurement:

- Competitive performance and league status
- Positive communication of athletes
- Positive parental communication

These roles and responsibilities have been put in place in accordance with England Athletics (Governing Body) Club Charter Mark Scheme, called Clubmark.

Please sign below to confirm you have read and understood the UKA Code of Ethics for Coaches and your role within the club and that you accept the responsibilities associated with it.

Signed:.....

Date: .....

Print Name: .....