



About AoC Sport

AoC Sport is the lead membership organisation for college sport and physical activity and is an Association of Colleges (AoC) subsidiary company.

AoC Sport encourages and supports every student to participate in sport and physical activity as an integrated part of their college experience. Offering a range of specialist advice, training and events, AoC Sport champions a whole-organisation, cross-curricular approach to physical activity, which results in dynamic college communities, healthy students and an economic boost to the bottom line.

AoC Sport was formed following the merger of British Colleges Sport (BCS), the English Colleges Football Association (ECFA) and the Association of Colleges (AoC) sport policy team in August 2014. The ECFA brand was retained and now represents AoC Sport's football delivery arm as part of the long-term successful partnership with The Football Association.

The Association of Colleges (AoC) exists to represent and promote the interests of colleges and provide members with professional support services. As such, we aim to be the authoritative voice of colleges – based on credible analysis, research, advocacy and consultation with colleges – and the first-choice destination for guidance and advice for members. AoC was established in 1996 by colleges themselves as a voice for further education and higher education delivered in colleges at national and regional level.

Our membership includes General and Specialist Further Education Colleges and Sixth Form Colleges in England, and we work with other College associations via the UK Council of Colleges. AoC's structure includes a busy national office in London, an active network of regional offices and a wide range of member networks, through which staff and Governors inform and shape AoC policy and activity.

JOB DESCRIPTION

Job Title: Hockey Representative Assistant Team Coach (Volunteer)

Job Purpose: To support the selection, preparation, management, coaching and performance of the AoC Sport Hockey Representative Team.
To deliver programmes put in place for individual athletes such that they are prepared to their best ability to perform to the highest possible standard.

Department / Directorate	AoC Sport
Reports To	Hockey Representative Team Head Coach / Senior Competitions Officer
Monetary and Risk Responsibility	<p>Budget: None, but must ensure that best value is achieved in expenditure.</p> <p>Risk Management: Reputation risk in errors of communication, safeguarding, organisation of events and player confidentiality.</p>
External Key Contacts	Staff at all levels in AoC Sport member colleges, students and parents
Internal Key Contacts	AoC Sport staff, AoC Regional and National staff

Key Accountabilities & Responsibilities

1. Assist in planning and delivering a well-balanced and co-ordinated programme in conjunction with the Head Coach and other Coaches.
2. Achieve agreed targets for the national team programme, including contributing to the overall AoC Sport Strategy and player development objectives.
3. Deliver high quality coaching to the squad.
4. Work with and support the representative team staff and AoC Sport.
5. Attend all trials if required to do so and contribute fully to the selection process to select squads.
6. Support the head coach to manage all communication with selected squad players.
7. Attend all fixtures and training camps and contribute fully to the delivery of sessions.
8. Attend staff CPD and meetings as and when required.
9. Provide regular feedback to the team and staff as required.
10. Maintain Squad discipline, establishing and monitoring agreed standards of behaviour.
11. Ensure that players are aware of training and fixture arrangements.
12. Liaise with the coaches and physiotherapists regarding injuries to players.
13. Prepare players professionally for performance.
14. Provide verbal and/or written reports on the progress of the programme as and when required.
15. Participate fully in the review of the programme.

16. Work flexibly and interchangeably with others (and other sports), providing cover and support in the event of absences or other circumstances as required.
17. Carry out such duties commensurate with skills and experience that may be required from time to time to meet the needs of AoC Sport.

PERSON SPECIFICATION

Description	Essential/Desirable
Education/Qualifications/Professional Bodies	
UKCC Level 1 Hockey qualification (or above)	E
Current teaching/assessing qualification PGCE/Cert. Ed. or equivalent	D
First Aid qualification	D
Knowledge, Skills and Experience	
Experience of coaching performance athletes, ideally in a range of environments including County, TA's etc.	E
A thorough knowledge & understanding of technical skills, tactical skills and conditioning levels required for players to aspire to and succeed at elite level.	E
Proven leadership and decision-making skills, excellent interpersonal and communication skills, sound organisational and planning skills, complemented by attention to detail.	E
Good links and relationships with college staff and key partners.	D
An understanding of the challenges facing the college sporting environment and a commitment to influencing positive change.	E
General up to date knowledge of current legislation in sport including child protection, health and safety and sports equity with a particular emphasis on the further education sector.	D
Computer literacy including email, MS Office	D
Attributes	
Demonstrates commitment to own learning and continuous improvement through training and development.	E
Excellent presentation and inter-personal skills	E
Ability to prioritise workload to meet deadlines	E
Excellent time and task management skills	E
Ability to work under pressure and to deadlines	E
Modern, progressive approach to coaching and learning	E
Demonstrates respect for equality of opportunity & diversity and works to actively promote an inclusive work environment and good working relationships amongst staff.	E
Demonstrates an interest in Further Education	E

Acknowledgement

This job description has been designed to indicate the general nature and level of the work performance by employees within this post. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications / experience required by employees assigned to the role. These may be subject to future amendments following appropriate consultation.