**Premier League Primary Stars Lead Coach**

**Job Description**

This job description may be subject to revision following discussion with the person appointed and forms part of the contract of employment:

**Hours of Work:** 37 hours per week

**Contract Status:** Fixed term, continuation based upon external funding

**Salary:** £16-18K

**Location:** Rochdale AFC Community Sports Trust, Sandy Lane, Rochdale OL11 5DR

**Reports to:** Rochdale AFC Community Sports Trust Assistant Manager

**Responsible for:** Delivery of Primary Stars Programme

**Purpose** Utilising funding provided by the Premier League Charitable Fund, the role will be responsible fordeveloping and implementing the Primary Stars programme for children agedbetween 5 – 11.

Primary Stars aims to use the inspiration of Professional Football Clubs to createhealthier and more positive futures for all children in England and Wales. The programme seeks toimprove and enhance physical education (PE) and other curriculum areas plus and develop the skillsand values that are crucial to success in later life.

**Main areas of**

**responsibility:**

* To deliver the minimum key performance indicators (KPI’s) of the Premier League Primary Stars programme.
* To cultivate an offer which focuses on developing the whole child, improving their physical literacy, enhancing their learning and teaching them relevant life skills and behaviours.
* To promote and support the sustainability of high quality PE delivery in Primary Schools.
* To develop, consolidate and enhance links between the Community Sports Trust, Primary Schools & Rochdale AFC Academy.

Key actions:

1. Provide the key link between the Community Sports Trust and the Premier League with regards to the delivery of Primary Stars programme as per Premier League requirements.
2. Deliver the key outcomes of the Primary Stars programme.
3. Achieve the project outcomes as outlined by the Premier League including ongoing monitoring and evaluation of all the project through robust management information.
4. Establish and extend relationships necessary for the successful execution of the outcomes and to enhance the Community Sports Trusts brand.
5. Undertake quality control evaluation to ensure that not only quantitative objectives are met but also qualitative aims are achieved, such that positive relationships are created and the Community Sports Trust brand is enhanced.
6. To mentor teachers during the programme to meet required KPI’s.
7. Seek opportunities to drive other funding opportunities to support the programme over and above Premier League input.
8. Contribute to the national network for the Premier League through the sharing of best practice, attendance at national networking forums and representing the programme at local and national events as appropriate.
9. Take an active role in any other duties required to deliver the outcomes and targets of Rochdale AFC Community Sports Trust.
10. To assist the Community Sports Trust’s staff in the promotion and delivery of other programmes.
11. To provide the Community Sports Trust Assistant with monthly reports, which will enable all sport related activity to be effectively monitored and evaluated and collect accurate information that will be entered into a data management system in order to monitor participation and the delivery of programmes and activities involving young people.
12. To market Community Sports Trust programmes and initiatives via all forms of media.
13. Communication and liaison with internal departments and external partners.
14. Attending meetings/events in order to raise awareness of Rochdale AFC Community Sports Trust.
15. General office duties including filing, photocopying, sending emails.
16. Willingness to undertake training, education and continued professional development.
17. Undertake any other duties as may be reasonably required to successfully fulfil the vision of the Community Sports Trust.