

## **JOB DESCRIPTION**

<b>JOB TITLE:</b>	Coach Development & Quality Assurance Leader
<b>SERVICE:</b>	FUNDA
<b>PROJECT:</b>	Physical Education, Children's Activities & Childcare
<b>REPORTING TO:</b>	Kieran Fletcher (Director)
<b>SUPERVISORY RESPONSIBILITIES:</b>	Manage & Lead – FUNDA Coaches & Educators
<b>SALARY RANGE/ PAY:</b>	£19,000 – £22,000 (*Experience & Qualifications)

## **OVERVIEW**

**FUNDA** is one of the largest Physical Education, Children's Activity & Childcare Provider across the North West, UK. We make a positive difference to thousands of children every week.

Multi-award winning, OFSTED registered, officially recognised by Her Majesty The Queen.

We are looking for an enthusiastic, passionate and motivated individual to join our GROWING FUNDA team who can strategically work together as a team to achieve the next stage of business GROWTH.

Do **YOU** want to make a positive difference to children's lives everyday?

Do **YOU** have efficient people and leadership skills?

Do **YOU** want to share your knowledge, skills and experience to train other like-minded people?

Do **YOU** want to have an opportunity to develop your career and GROW as an individual?

Do **YOU** want to become a vital team member of a well-recognised brand (FUNDA)?

As a vital member of our team, you will lead a team of passionate, motivated and committed team of FUNDA coaches and educators to deliver the ultimate services, activities and resources on the front line that will make a positive difference to children's lives, parents, carers, teachers, childminders and homeschool educators everyday.

As part of your role from time-to-time you will be requested to coach on the front line to remain up-skilled so that you can pilot and share good practice with other members of your team.

You will make sure every team member is following and sharing our core FUNDA values plus other FUNDA activity that includes and not limited to:

- Quality Assuring FUNDA Team uniform, branding and resources
- Quality Assuring PE, Sports & Physical Activity Lessons

**Tel:** 01282 686 670 **Email:** [Office@fundaplay.co.uk](mailto:Office@fundaplay.co.uk)

Office 12, Business First Centre, Empire Way, Burnley, BB12 6HH



- Planning and launching new systems to maintain quality/ standards
- Planning staff rota's in relation to effective delivery and quality assurance
- Communicate with FUNDA head office quality assuring processes and systems
- Training and supporting your current FUNDA team members
- Synthesising feedback from FUNDA customers making effective improvements
- Meeting with current FUNDA customers reviewing current services

Communicating attending regular meetings with the FUNDA management team to effectively plan, strategise and GROW current and new projects/programmes and income streams with the ultimate aim of making a positive difference to thousands if not millions of children every week.

### Essential Requirements:

- Experience of working with 4–12 year olds in an education or sports coaching setting.
- An NGB Sports Coaching qualification or equivalent in at least 2 different sports.
- Experience working as a team as well as lone working and independent thinking.
- Experience setting up and rolling out new projects leading a team of people.
- A valid First Aid qualification.
- A valid DBS certificate.
- A valid Child Protection and Safeguarding Certificate.

### Desirable Skills

- Studying towards or already completed a degree in Physical Education, Health, Fitness, Education or Childcare, primary/secondary teaching or sports coaching.
- Leadership and people management qualifications/ training.
- Time management, rota and effective strategies to maximise your time.
- The ultimate eye for business branding, quality and key performance indicators. (KPI's)

### Expectations

- Passion, enthusiasm and motivation for working with children
- Team player with a willingness to adapt
- Leadership and organisational skills
- Vibrant, fun, confident personality
- Professional demeanor
- Creative, flexible and vibrant
- Learns from constructive feedback
- Professional appearance, communication and language
- Business leadership and people person steering a team

### Benefits

- Gain valuable teaching/coaching and business experience
- Competitive pay structure and BONUS incentives
- A Fun engaging career with opportunities for future growth/development
- Develop Skills for Business, Education & Life
- FREE Childcare all year round\*
- FUNDA branded company Vehicle\*

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All applications will subject to full safeguarding checks including a full enhanced DBS check.

You will be contacted by our FUNDA team if your application is successful.

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Please make sure you send in your application with as much detail as possible, attaching your C.V and a covering letter.