

# Task Description



## National Squad Assistant Coach

### Job purpose:

An England National Squad Assistant Coach will:

- Assist their Head Coach in the training sessions and competitions within the campaign cycle;
- Work in a team alongside the Head Coach, any other Assistant Coaches, Team Operations Manager, Medical Team Personnel and High Performance Personnel;
- Talent Identify (at elite standard domestic competitions tournaments), assist with selection (at Touch Nationals and Final Selection Camps), coach (in accordance with the High Performance Programme) and assist the Head Coach in leading their National Squad in the training sessions and competitions within the campaign cycle; and
- Assist the England Touch Association High Performance Team as and when required.

**Experience:** Coaching or assistant coaching Elite Touch Teams at International or England Nationals level (or equivalent) is highly desirable.

**Qualifications:** England Touch / FIT Intermediate Coaching (Level 1) qualification is highly desirable on appointment (essential for Opens Assistant Coaches); however, it will be mandatory to attain the England Touch / FIT Intermediate Coaching (Level 1) qualification during the 2 year campaign cycle.

**Hours required:** 2-5 hours of planning and review work on a week-to-week basis (the workload varies throughout the campaign) in addition to attendance at High Performance Training Camps (including Continued Professional Development (CPD) Workshops at such camps), joint and individual squad training sessions as well as assisting in the delivering of additional coaching clinics with other teams/groups and assisting the Head Coach with the provision of reports and information to the HP Team as required.

**Key dates:** TBC

**Reports to:** The Head Coach of your allocated National Junior Squad, the Head Coach of Team England, the Head of Elite Performance and, ultimately, the High Performance Director.

**Team:** High Performance Team.

**Locations:** Work from home; working away from home for both squad training and tournaments.



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**Contract type:** appointment by ETHPP consisting of Ben Powell (High Performance Director), Sammie Phillips (Head of Elite Performance), Peter Bell (Head Coach of Team England) and Kylie Hutchinson (High Performance Consultant).

**Salary:** Part of the #OneEngland Rewards & Recognition Scheme. Essentially this is a voluntary role with expenses payable (if applicable and agreed in advance by the High Performance Team). In addition, there is a training and touring apparel allowance plus training kit and equipment also provided. Questions relating to expenses for individual tournament should be directed to Ben Powell (High Performance Director - [Ben@englandtouch.org.uk](mailto:Ben@englandtouch.org.uk)).

## How to apply:

In order to apply we ask that all applicants read the information above carefully and study the 'Skills and Qualities' and the 'Scope of roles/key elements' sections below to determine your suitability.

Please click on the following link to complete the online application form: [England Touch High Performance Application Form](#)

If you have any questions about the application either prior to submitting or after submission, please email [Ben@englandtouch.org.uk](mailto:Ben@englandtouch.org.uk).

We aim to acknowledge your application within 7 days of receipt. The High Performance Panel meet regularly, and we will advise on the outcome of your application as soon as possible.

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## Skills and Qualities:

Person specification	E	D
The ability to promote, support and adhere to the professional culture within England Touch and the England Touch High Performance Programme.	X	
The ability to work closely and professionally with High Performance personnel and coaches/managers and support staff.	X	
To produce reports, athlete assessment forms, ongoing feedback and respond to information requests in a timely manner.		X
The ability to create a vision and strategy (in particular detailed game plan including an explanation of playing roles).		X
To create coaching content for elite athletes (in line with the requirements of the game plan) and to deliver this coaching content to your athletes in a team environment and explain their role in the game plan.	X	
To regularly assess and evaluate your athletes and provide ongoing feedback both during and after training sessions in person and in writing.		X
To demonstrate strong technical and tactical knowledge and understanding of Touch.		X
Knowledge of the trends of the game and in particular England Touch's key opposition.		X
Commitment to coach development and the potential to progress through England Touch's Elite Coaching Pathway, including delivering coaching workshops and mentoring other coaches in the pathway.	X	
Strong organisational skills with excellent attention to detail.		X
The ability to cope with stress and maintain a positive approach to your coaching.	X	
Strong leadership skills and the ability to motivate your support staff and athletes.		X
Strong written and verbal communication skills, particularly required for all writing tasks and giving presentations to athletes, staff and others as directed by the High Performance Team.		X

## Scope of Role/Key Elements:

Main duties and job accountabilities	Measures and input required
Support the Head Coach to ensure the physical, emotional and psychological wellbeing of athletes in your care.	Assist in creating a safe and comfortable environment for athletes to train and develop in.
Assist the Head Coach with the selection of an initial Training Squad via prescribed selection pathways followed by a Touring Team of 16 athletes plus a number of Non-Travelling Reserves, as directed by the High Performance Team.	Assist in the submission of Training Squads and Touring Team selections to the High Performance Selection Panel within the deadlines set out.
Assist the Head Coach with the creation of a detailed Game Plan and structured Training Plan for the campaign, with input from your senior	Assist in the submission of the Game Plan and Training Plan to the High Performance Team.



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Main duties and job accountabilities	Measures and input required
player group, and the High Performance Team, and assist in the communication and delivery of this training plan to the athletes in the squad.	
Assist the Head Coach in leading the coaching/management team and also establishing a positive and supportive high-performance environment for the athletes.	Agree clear goals/values/behaviours/expectations of the athletes and staff and create your squad mission statement and core values with assistance from our Sports Psychologists.
Assist in the preparation of the athletes and staff for international competition by ensuring clarity of game plan, on and off field policies and expectations and effectively timetabling athlete and staff responsibilities during any Tour.	Assist in the production of a Tour Handbook for the athletes and staff so that they are all aware of their timetable, roles and responsibilities and expectations whilst on Tour.
Assist in the provision of individual feedback – verbal and written – to athletes.	Use the athlete assessment form to highlight areas where athletes need to improve and regularly monitor and provide feedback on their performance with these specific areas in mind.
Communicate with media, parents, sponsors, and any other stakeholders.	Ensure the correct information is effectively and professionally communicated to our stakeholders.
Participate in coach development opportunities and keep your knowledge of the game up to date.	Attend the Continued Professional Development sessions as High Performance Camps as provided by the High Performance Team, as well as completing self-directed study/development and analysing footage of our key opponents.
Work closely with your coaching/management team and the senior player group within your squad and regularly update them on your plans and request their feedback and input.	Work with the Head Coach to continue your personal coach development and seek feedback on your role and performance.
Abide by and promote sound ethics and England Touch policies including undertaking such measures to ensure protection of athletes under the age of 18.	Refer to the England Touch Association's Code of Behaviour <a href="http://www.EnglandTouch.org.uk/play/code-of-behaviour/">http://www.EnglandTouch.org.uk/play/code-of-behaviour/</a>
Provide support to staff and other personnel within the squad.	Assist the Head Coach with briefing other staff and athletes on the aims of each session and the purpose of each activity and their role.
Assist the Head Coach with the motivation, support and management of the Team Manager.	To ensure:

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	<ul style="list-style-type: none"><li>• Clear, timely and appropriate communication takes place – between athletes, team management and the High Performance Team;</li><li>• Athlete personal data and requirements for camps and tours are provided to the Head of Elite Logistics within given deadlines;</li><li>• Kit and Training Camp/Tour payments are tracked and processed in accordance with deadlines set by the Head of Elite Logistics.</li></ul>
Assist in the submission of a review report and athlete assessment forms at the end of each campaign.	A written report reviewing the campaign will be submitted to the HP Team alongside athlete assessment forms in a timely manner.