



The role of the Club Cycling Coach

The Club Cycling Coach is responsible for the safe planning and delivery of club sessions in a traffic free environment.

Responsible to: Club Chair **Responsible for:** Planning, delivery and evaluation of club sessions and developing riders to the best of their potential. This will be mainly aimed at junior riders up to the age of 18yrs undertaking the British Cycling Gears awards and preparing for racing or leisure cycling as appropriate.

Main Duties	Skills Required
<ul style="list-style-type: none"> • Maintaining accurate weekly register of attendees • Plan coached sessions for 2 hours duration on a weekly basis, building on skills and abilities from previous sessions • Arrive prior to the session start time and arrange any equipment for the session • Meet and greet the riders and parent on arrival and get sign on sheet completed by parent • Deliver the session • Provide feedback during and after the session • Provide feedback to parent when required • Report back to parent if any medical issues arise • Complete the accident report form and arrange restock of first aid equipment as soon as possible • Encourage riders to compete in local Go-Ride (or other appropriate) races or leagues. • Deliver sessions with other clubs riders and coaches • Ensure riders are signed out / handed back to collecting parent/guardian in line with the sign in agreement • Provide the Club Treasurer with accurate numbers of attendees on a weekly basis (indicating any riders who have a free session) • Update club records in respect of First Aid qualification dates and DBS checks • Post details of weekly sessions on RiderHQ so payments can be made. Coaches are not required to handle any money • Encourage riders to take out individual British Cycling Membership • Promote local cycle events that may interest riders in the group • Direct riders to other sections of the club if appropriate 	<ul style="list-style-type: none"> • Ability to cycle • Hold, or be prepared to work towards and gain the British Cycling Level 1 (or higher) Coaches Award • Maintain a current Emergency First Aid at Work Qualification (or higher) • Maintain a current Enhanced DBS Check • Maintain current membership of Club CycloPark via RiderHQ • Maintain current British Cycling Membership • Great organisation skills • Communication skills • Attention to detail • Patient • Previous activities with children would be an advantage if coaching children • Ability to communicate with riders (and parents where necessary)



Expenses

- The costs associated with Enhanced DBS checks, First Aid courses and British Cycling Coaches course will be met by Club CycloPark in exchange for agreeing to complete XXXXXXXX
- Club CycloPark annual membership fees and British Cycling annual membership fees appropriate to the coaches' requirements will be paid for by Club CycloPark, upon production of appropriate receipts.
- Any other reasonable out of pocket expenses will be paid by the club once receipts have been submitted to the Club Treasurer. This would need Committee approval prior to payment. Reasons for non-payment will be given by the Committee.

Main Benefits of this role

- Gain recognised qualifications such as First Aid, DBS, etc.
- Improve public speaking ability
- Improve ability to provide feedback and evaluation of a skill
- Improved ability of communicating with children
- Encourage more people to excel in riding cycles
- Potential for future employment within the cycling industry

Main Qualities

The Club Cycle Coach will need to be:

- Accurate
- Consistent in approach
- Enthusiastic
- Well organised
- Prepared to make a small regular time commitment
- Able to keep records
- Scrupulously honest
- Able to answer questions in club sessions and committee meetings if required
- Prepared to undertake risk assessments
- Prepared to take instant decisions when appropriate and necessary