



The role of the Club Cyclopark Volunteer

The Club Cyclopark Volunteer is responsible for assisting the club coaches deliver safe weekly sessions in a traffic free environment.

Responsible to: Club Chair **Responsible for:** Assisting the Club Coaches in a variety of ways to aid the smooth running of coaching sessions. These are mainly aimed at junior riders up to the age of 18yrs undertaking the British Cycling Gears awards and preparing for racing or leisure riding where appropriate.

Main Duties	Skills Required
<ul style="list-style-type: none"> • Arrive prior to the session start time and arrange any equipment for the session as agreed with the coach • Work with the coach to deliver the session – setting up activities, taking down activities • Be prepared to attend whatever the weather, unless it's felt inappropriate to run the session due to safety concerns. • Lead the group back to a point of safety and liaise with Club Coach/Emergency Services/Cyclopark/Parents (NOK) • Provide first aid • 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. • Assist with the weekly bike checks prior to the session starting. • Arrange for alternative bike should the rider's bike be unsuitable to ride • Provide basic bike repairs/maintenance during the session in line with current ability • Wear appropriate Club Volunteer clothing as issued by the club • Sign in to RiderHQ each week and then confirm attendance by signing in each session with the Club Coach • Volunteering at Club events, such as races meetings 	<ul style="list-style-type: none"> • Ability to cycle • 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 • Ideally maintain current British Cycling Membership • Communication skills • Attention to detail • Patient • Previous activities with children would be an advantage if coaching children • Ability to communicate with coaches, 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
- 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
- Enable club coaching sessions to run smoothly

Main Qualities

The Club Volunteer will need to be:

- Enthusiastic
- Reliable
- Able to take instructions/direction for the club coach
- Well organised
- Prepared to make a small regular time commitment
- Scrupulously honest
- Prepared to undertake risk assessments with the Club Coach
- Prepared to take instant decisions when appropriate and necessary