



Vacancy Details

Kent Tennis Lead Coach

Position Type: Permanent

Closing Date: Tuesday 29th September 2020

We are looking for someone with a passion for performance tennis to become the Kent Tennis Lead Coach. The successful applicant will work with the Kent Tennis Office Team and the Board of Management to coordinate and manage the coaching team that delivers the County Training programme and County Cup teams.

To apply: Please provide your CV, including two references, and a covering letter (maximum of one page) stating why you are suitable for this role.

Please send the email to: phil.lynch@kenttennis.org.uk (Phil Lynch, Kent Tennis Office Manager)

If you would like more information about this role please contact either of the following:

- Harri Izzard, Kent Performance & Competitions Manager - 07894 313050
- Jason Baker, Hon. Secretary, Kent Tennis - 07712 446316

Background

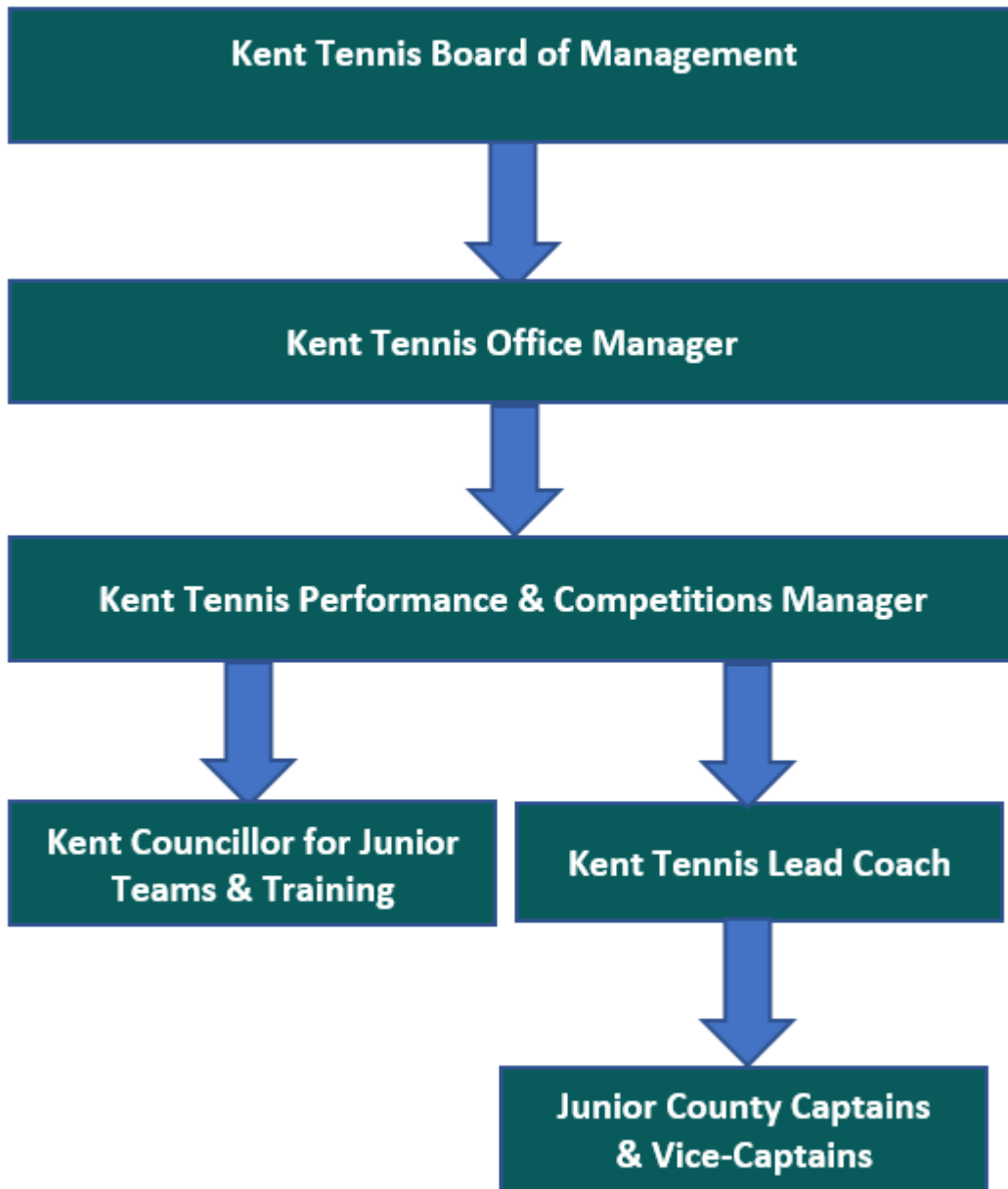
The Kent County Lawn Tennis Association (known as “Kent Tennis”) is a non-profit-making members’ association affiliated to the Lawn Tennis Association. Kent Tennis promotes and manages the sport of tennis in the county of Kent, London Boroughs of Bexley, Bromley, Greenwich and Lewisham, and the Medway Unitary Authority. Its members are its affiliated Tennis Clubs, Parks, Schools and other associated venues.

Kent Tennis organises inter-club competitions, tournaments, county matches and the county training of young players. It also supports LTA Club Registration, LTA Club Forums, Safeguarding and Welfare, disability tennis, the Kent Coaches and Officials, and produces regular publications.

The Kent Tennis team is based at the Bromley Tennis Centre in Orpington. You will be joining a small team that manages Governance, Competitions & County Performance, the Clubs and Community support working both from the Bromley Tennis Centre and from home. The Kent Tennis Lead Coach may periodically be required to attend and provide reporting to the Board of Management.



Kent Tennis Performance Structure





Job Description

Main Duties/Responsibilities

County Training Programme

- Deliver the strategy and structure of the County Training programme
- Recruit the best coaches in the county into the County Training Programme, in conjunction with the Kent Performance and Competitions Manager
- Manage the coaching team (captains, vice-captains and coaches)
- Manage the on court delivery of the County Training programme including any festival days
- Develop a training syllabus that allows adaptation for the different age groups
- Direct and monitor lesson plan delivery
- Lead and deliver player selection days for the 8U age group
- Run 1 County Coach training day annually prior to the start of the County Training season in conjunction with the Kent Performance and Competition Manager
- Organise county friendly matches in accordance with the strategy agreed with the Kent Board of Management
- Be an integral part of the selection panel for the County Training squads
- Be the first point of contact for parents with any training squad / County Cup selection questions / issues
- Work closely with the RPDCs & LPDCs to ensure all potential County Training Squad players are being identified
- Liaise with the LTA South East County Lead Pathway Coordinator on a regular basis to ensure the Kent County Training Programme is the best of breed
- Assist with the annual review of the County Training Programme, seeking feedback from parents and players, and propose any changes to the Board of Management for agreement. Implement any changes appropriately, communicating effectively with all stakeholders
- Assist in reviewing the location for County Training, considering how we can ensure players from all areas of the county are included, as appropriate
- Manage all activities within the budget agreed with the Board of Management
- Provide the Board of Management with a summary of the activities in the County Training Programme, highlighting any issues

County Cup

- Be an integral part of the selection panel for the County Cup squads
- Captain 2 teams (ideally 1 in the 12U-18U and 1 in the 8U – 11U age groups)
- Manage all County Captains and Vice Captains to ensure they deliver against their roles prior to, during and post County Cup events
- Visit County Cup events periodically to assess the performance of the County Captains and Vice-Captains
- At the end of each County Cup assess the performance of the County Captains and Vice-Captains and provide feedback
- Liaise with the adult County Captains to ensure that there is a transition from Junior to adult County Cup involvement

Coaches Network

- Monitor and assist in the individual development of the less experienced County Cup Coaches and identify the next generation of County Captains, Vice-Captains and Coaches
- Support the County Lead volunteer with the development of the Kent Coaches Network, including its promotion and the recruitment of new members



Other

- Support Kent Tennis at a minimum of 4 days of the Kent County Junior Championships
- Create and deliver a supportive communication programme around the county performance programme, including presentations to parents, juniors, coaches and Clubs
- Attend LTA performance workshops with the Kent Performance & Competitions Manager
- Produce content for the Kent Tennis social media platforms
- Assist the Kent Performance and Competitions Manager with the annual performance player funding allocations

Any other duties within the scope of the post as may be required by the Board of Management.

Person Specification

Essential

- Minimum coach requirement of Accredited + LTA Level 4
- Strong organisation, communication and presentation skills
- Able to work within a small and focused team
- Resourceful and proactive, with a flexible approach to work
- An understanding of the LTA performance player pathway and LTA competition framework

Desirable

- Tutoring experience
- Having led or played an influential part in a performance programme

Additional Information

The role will require:

- Full clean Driving License
- Full DBS clearance, the results of which must be satisfactory to Kent Tennis

The successful candidate will report into the Kent Performance and Competitions Manager.

Working Hours:

- Average of 12 hours per week

The successful candidate must not enter into any activities that would generate a conflict of interest with other tennis venues in the county, or the events undertaken by Kent Tennis.

Benefits:

- Salary range between £14-19k pa (depending on agreed hours and experience and skills)
- 7 days holiday plus Bank Holidays
- Flexible working arrangements
- Pension scheme
- Expenses paid on agreement

For those who are shortlisted, interviews will be held during the day or early evening.