



Basketball Club Champion

Job Description

Supported by:



Job Title: Basketball Club Champion

Salary: £6,500 (14 hours per week at £11.00 per hour)

Working hours: The post will work out to c.14 hours per week on average. However we will be expecting the post holder to carry out more hours during school term-time (Aug-Dec and Jan-Jun) & University term-time (Sep-Dec and Jan-May). An example work schedule is highlighted in [appendix 1](#).

Responsible to: Club Committees (South-West Edinburgh & Heriot-Watt University Basketball Clubs)

Report to: Sport Programme Manager (Heriot-Watt University)

Purpose of the job:

- To increase the number of students participating in basketball at Heriot-Watt University and increase performance of both men and women teams.
- To develop youth community basketball provision in South-West Edinburgh.
- To establish an aspirational player pathway from children, youth to adult using both partner clubs.

Main Duties & Responsibilities

Heriot-Watt Basketball Club (Senior)	Matches	Attend matches and the select teams for men and, when possible, women 1 st teams in both Wednesday student competition and weekend Lothian League competition.
	Training	Responsible for the overall coaching and training of the HWU Basketball 1 st Teams (men and women)
South-West Edinburgh Basketball Club (Youth)	Matches	Develop competitive opportunities for club members (internally to begin with then externally once more established).
	Coaching	Deliver all activity for the youth section.
Both Clubs	Basketball Pathway	To recruit and retain players across the whole club, but with a particular focus on the younger age groups To establish u8, u10, u12, u14, u16 sessions over 3 year period.
	Coach Development	Identify, support and develop new coaches to support the activity of both the youth and senior sections. To ensure all club coaches are well equipped to deliver a progressive and fun basketball curriculum.
	General Activities	To champion the Positive Coaching Scotland ethos throughout the club. To undertake administrative tasks associated with the post, including planning sessions, taking registers, collecting income, collecting membership information, and providing reports to funders and club committees. Liaise with teachers, local Active Schools Coordinators and school coaches to ensure a link between school and club activity. Attend any relevant club and community meetings. To take responsibility for their own continuous professional development (CPD) to improve their coaching and coach development delivery.

Additional Information

- This post involves working with children and, if successful, we will seek character and professional references and you will therefore be subject to an enhanced CRB check.
- This post will involve significant evening and weekend work.
- The post-holder may be required to take on key-holder responsibilities for the clubs facility and the additional responsibilities that entails.

These are the key tasks as currently defined. It is expected that this job description will be regularly reviewed and may be amended from time to time, and by mutual agreement, to meet changing circumstances.

Personal Specification

	Essential	Desirable
Qualifications	<p>Meets one of the following:</p> <ul style="list-style-type: none"> • Qualified to Basketball UKCC Level 2 or equivalent. • Is in process of completing above qualification. • Qualified to Basketball UKCC Level 1 and experience of basketball coaching, youth and adult, for at least 2 years. 	<p>Sport related degree/ qualification or relevant experience.</p> <p>First aid certificate.</p> <p>PCS Double Goal Coach.</p>
Experience/ Knowledge	<p>Experience of working within a volunteer club environment (preferably basketball).</p> <p>Experience of basketball within Scottish HE/FE sector and schools.</p> <p>Experience of completing administration tasks relating to coaching (registers, consent forms, evaluating sessions etc).</p>	<p>Experience of supporting and developing coaches.</p> <p>Experience of working effectively with partners, such as Active Schools.</p>
Personal Attributes	<p>Ability to communicate with others in a positive and influential manner.</p> <p>Approachable and friendly.</p> <p>Driven to improve and develop personal skill-set and basketball coaching.</p>	<p>Be proactive in improving existing activities and processes.</p>
Other	<p>Commitment to work regular evening and weekend hours.</p> <p>Willingness to complete an enhanced CRB check.</p>	

Preliminary Terms and Conditions

Employer

Basketball Scotland will be registered as the employer for this post, with management from Heriot-Watt University.

Duration

This post is appointed on a fixed-term basis up to July 2018, based on current funding agreements.

Pension

There is currently no pension available with this post.

Working hours

The post will work out to c.14 hours per week on average (at £11p/h). However we will be expecting the post holder to carry out significantly more hours during school term-time (Aug-Dec and Jan-Jun) & University term-time (Sep-Dec and Jan-May). An example work schedule is highlighted in [appendix 1](#).

Place of work

The employee is required to carry out work throughout South-West Edinburgh, however a hot-desk computer will be available at following address:

Heriot-Watt University Sports Union
Heriot-Watt University
Edinburgh
EH14 4AS

Contract Information

If for any reason you are unable to deliver any of the services above then you must notify the Sport Programme Manager immediately. Failure to do so will result in this amount being reduced / cancelled.

Conduct and Termination

You are expected to conduct yourself in a manner suitable to the reputation of the basketball club and the University. Failure to do so will result in immediate termination of the contract without dispute.

Both parties have the right to give one month's written notice if they do not wish to continue with the post/ post holder. Any outstanding fee will be worked out pro rata.

Appendix 1 – Example work schedule

Month	Hours (p/w)	Hours (p/m)
January	6	60
February	20	80
March	20	80
April	15	60
May	15	60
June	10	40
July	5	20
August	10	40
September	15	60
October	20	80
November	20	80
December	15	60
TOTAL	180	720