

Casual 1:1 Tennis Coach

Regional Pool and Tennis Centre

£18.83 per hour - £36,329 per annum (pro rata)

Casual

Newport Live is an award winning not for profit sport, leisure, and cultural trust; and registered UK Charity with an excellent track record of delivering innovative programmes and services to our communities and residents that *'inspire people to be happier and healthier'*.

We are looking to recruit a suitably qualified 1:1 Tennis Coaches to join our award-winning Tennis Development Team based at the Regional Pool and Tennis Centre.

Newport Tennis Centre are currently seeking motivated and experienced Tennis Coaches to take up the role of a Casual 1:1 Tennis Coach to join our dedicated team at Newport Live. The successful candidate will be responsible for providing personalised Tennis coaching sessions to individuals of various ages and skill levels. This is an exciting opportunity for a passionate tennis enthusiast to contribute to the growth and success of Newport Tennis Centre.

You will hold a minimum of an LTA Level 3 Coach Qualification and a valid Coach Accreditation with the LTA along with the relevant experience within 1:1 Coaching delivery.

The post is exempt from the Rehabilitation of Offenders Act (1974) and is subject to a successful Disclosing and Barring Service (DBS) check.

For an informal discussion about the post please contact Newport Live enquiries on 01633 656757 and ask to speak with Luke Difranco, Tennis Manager, or email luke.difranco@newportlive.co.uk

Application Process

You can download an application form and job description via the Newport LIVE website www.newportlive.co.uk alternatively they are available via e-mail request from jobs@newportlive.co.uk

Please return the completed application forms to jobs@newportlive.co.uk

- Closing Date January 3rd 2025
- Shortlisting week commencing 6th January 2025
- Interviews will take place in the week commencing 13th January 2025

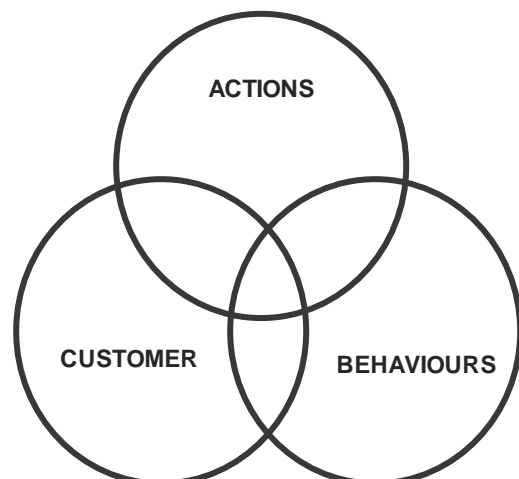
JOB DESCRIPTION

POST:	Casual 1:1 Tennis Coach
JOB PURPOSE:	To deliver and run effective 1:1 Coaching sessions at Newport Tennis Centre whilst supporting the wider development of players across Newport Live Tennis Programmes.
RESPONSIBLE TO:	Tennis Manager
SALARY:	Grade 7 – SCP 33
KEY RELATIONSHIPS:	Tennis Manager, Tennis Support Officers, Leisure Operations Officers, Tennis Coaches, Customer Service Teams
BASE LOCATION:	Newport Tennis Centre and Tredegar Park Tennis Courts.
MANAGEMENT RESPONSIBILITY:	Tennis Assistants

I will be successful in my role when:

- All my key operational responsibilities are consistently delivered to a high standard.
- I achieve all key performance indicators specific to my role.
- I role model the behavioural values of Newport Live through my performance.
- I work collaboratively across departments and service areas to deliver exceptional customer service to Newport Live's customers.
- Through my performance and passion, I inspire people to be happier and healthier.

HOW MY PERFORMANCE IS MEASURED



DISCLOSURE AND BARRING:

This post may result in you having contact with children, the elderly, sick or disabled. Newport Live, therefore, requires that by virtue of the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975, the Children's Act 1989 and/or the Police Act 1997, you reveal any criminal convictions, bind over orders or cautions, including those this would normally be regarded as spent. You must complete the relevant section on the application form, applications will be returned if this section is incomplete. If successful in your application, you will subject to a Disclosure and barring check.

OPERATIONAL RESPONSIBILITIES:

1 Deliver 1:1 Tennis coaching sessions for individuals of all ages and skill levels.

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- 3 Develop personalised coaching plans tailored to the specific needs and goals of each player.
- 4 Provide constructive feedback and guidance to enhance players' technical skills, tactical understanding, and overall performance.
- 5 Be able to provide a sound knowledge of Competition pathway and support available to players if applicable.
- 6 Create a positive and encouraging learning environment that fosters a love for tennis and active participation.
- 7 Ensure the safety and well-being of participants during coaching sessions.
- 8 Conduct initial assessments to understand the player's current skill level, strengths, and areas for improvement.
- 9 To be able to set achievable short-term and long-term goals in collaboration with the player.
- 10 Maintain open and effective communication with players, providing constructive feedback and addressing concerns.
- 11 Communicate regularly with parents (if applicable) to keep them informed about player progress and goals.
- 12 Coordinate with the Tennis Manager or Customer Service staff for scheduling and logistical support.
- 13 Work collaboratively with other coaches, staff, and stakeholders to contribute to the overall success of the Tennis Programme at Newport Tennis Centre.
- 14 To ensure compliance with all statutory legal requirements and in particular the UK General Data Protection Regulation (UK GDPR) and Data Protection Act.
- 14 To undertake training, as/when required, as part of the Tennis Development continual development programme.

The person undertaking this role is expected to work within the policies, ethos and aims of Newport Live and to carry out such other duties as may reasonably be assigned by the Chief Executive of Newport Live. The above responsibilities are subject to the general duties and responsibilities contained in the Statement of Conditions of Employment. The duties of this post may vary from time to time without changing the general character of the post or level of responsibility entailed. The post holder will work to deliver agreed performance objectives; these will be reviewed on a regular and formal basis through Newport Live performance management processes.

Casual 1:1 Tennis Coach – PERSON SPECIFICATION

Area	Essential	Desirable
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Qualifications	<p>1.1 LTA Level 3 Qualification or Higher (A/C)</p> <p>1.2 Current Emergency First Aid Certificate (A/C)</p> <p>1.3 Current Safeguarding Certificate (A/C)</p> <p>1.4 Valid LTA Coach Accreditation or Coach Accreditation + (A/C)</p>	<p>1.5 LTA Youth Compete Training (A)</p>
Knowledge, Skills & Competencies	<p>2.1 In-depth knowledge of tennis techniques, tactics, and strategies. (A/I)</p> <p>2.2 Excellent communication and interpersonal skills to effectively engage with players (A/T)</p> <p>2.3 Ability to tailor coaching sessions to individual needs and skill levels. (A/T)</p> <p>2.4 Knowledge of safety protocols and best practices in Tennis coaching (I)</p> <p>2.5 Ability to work calmly under pressure (A/I)</p>	<p>2.6 Knowledge of sports science principles and their application to tennis coaching (A)</p> <p>2.7 Familiarity with the latest trends and developments in tennis coaching. (A)</p>
Experience	<p>3.1 Experience of delivering 1:1 Coaching Sessions (A/I)</p> <p>3.2 Experience of working at an Indoor Tennis Centre or Outdoor Club (A/I)</p> <p>3.3 Can demonstrate the ability to assess player abilities, set goals, and track progress. (A/I)</p> <p>3.4 Experience of working with players of various ages and skill levels. (A/I)</p>	<p>3.5 Experience of providing competition visits and support to players (A)</p> <p>3.6 Experience working with competitive or high-performance tennis players. (A)</p>
Personal Attributes	<p>4.1 Self-motivated and punctual (I)</p> <p>4.2 Patience and understanding whilst working with all pupils including children/adults/groups with specific needs (I/T)</p> <p>4.3 Display a professional attitude in approaching challenges in the workplace (I)</p> <p>4.4 Be able to show commitment to continuous personal development and willingness to continue training. (I)</p> <p>4.5 Able to work to tight deadlines and under pressure (A)</p> <p>4.6 Demonstrate high standards of personal appearance and</p>	<p>4.5 Interest in contributing to the promotion and marketing of the tennis coaching programme. (A)</p>

	<p>maintenance of a clean working environment (A)</p> <p>4.7 Be physically able to undertake full duties of the role (A)</p>	
Other	<p>5.1 Ability to work flexibly including mornings, daytimes, evenings and weekends (A)</p> <p>5.2 Understanding and demonstrate a willingness to promote positively the Equal Opportunities Policy of Newport Live (I)</p>	<p>5.3 Valid driver's license and access to transportation for travel between coaching locations (Newport Tennis Centre and Tredegar Park). (A)</p>

Method of assessment (* M.O.A.)

A: Application form (including shortlisting)

C: Certificate

E: Exercise

I: Interview

P: Presentation

T: Test

AC: Assessment Centre