



JOB DESCRIPTION

Department:	Sport
Post:	Assistant Head of Hockey
Responsible to:	Head of Hockey
Job Purpose:	To work with the Head of Hockey in delivering an effective Millfield Hockey programme and Hockey strategy; ready to act as Head of Hockey when required.

MAIN DUTIES AND RESPONSIBILITIES

Programme development:

- To organise and lead on an individualised technical coaching programme for players within a Talent Academy or England Age-Group programme as well as 1st XI players
 - To develop and monitor Individual Development Plans (IDPs) with students working on specific elements of their game
 - To communicate with club and talent coaches on a regular basis to inform the basis of a student's IDP
- To support an appropriate competition programme for students based on ability and aspiration that ensures adequate opportunity across each term
- To provide support to students to prepare and review competitions to inform development of IDPs (includes video analysis and feedback)

Coaching:

- To plan and deliver high quality squad sessions, which inspire and motivate students of all abilities, both outdoor and indoor.
- To lead coach on more than one age group within a working week.
- To plan and deliver appropriate challenge as part of student IDPs
- To support the development of all competitions as part of student development
- To act as the coaching lead in absence of the Head of Hockey
- To support out of term Millfield Enterprises activity as required

Admissions & PR

- To play a key role in establishing an outreach programme which attracts hockey players to Millfield at 13+ entry
- To support the Head of Hockey with the running of Scholarship assessments as well as Open Days to showcase Millfield Hockey. This will include the completion of relevant documentation and decision making on all future scholarship candidates.
- To contribute to the delivery of all school Open Days and Scholarship Days to showcase Millfield Hockey.

Operations:

- To work with Millfield Grounds & Garden team to ensure training and matchday facilities are fit for purpose.
- To provide effective planning and use of the Hockey facilities
- To support the Head of Hockey with transport and catering bookings where required
- To support the Head of Hockey with the organisation of Tours
- To ensure all school Health and Safety, Safeguarding, Critical Incident, Registers and other relevant policies and processes are adhered to at all times in the delivery of coaching and other support services
- Safeguarding children is the responsibility of all members of Millfield staff.
- Any other duties that your line manager sees fit, providing that such duties are appropriate to your role.

PERSON SPECIFICATION

Essential:

- A UKCC Level 2 Hockey Coaching Award (or equivalent)
- A degree in sports coaching or a related discipline.
- Successful experiences of coaching hockey within schools, clubs and/or the Talent System (Talent Academy, National Age Group programme)
- A strong level of current technical and tactical knowledge of the game whilst being open to new ideas and concepts
- Excellent communication, organisation, and administrative skills
- A willingness to work hard individually and as part of a team

Desirable:

- A UKCC Level 3 Hockey Coaching Award (or equivalent)
- An England Hockey Umpiring Qualification
- National League playing/coaching experience
- A strong understanding of the England Hockey Talent System
- Experience of coaching neurodiverse athletes
- Ability to drive a minibus

Millfield School is committed to providing a safe and inclusive environment for all. We are a community that celebrates diversity, supporting our pupils and employees to be brilliant as individuals.

We are committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Specific safeguarding responsibilities for this position are outlined in the job description. Offers of employment are subject to satisfactory safeguarding checks including, but not limited to, Enhanced DBS clearance. All positions within the school are exempt from the provisions of the Rehabilitation of Offenders Act 1974.

Be kind, be individual, be brilliant. Millfield School, where being an individual is recognised as the key to brilliance.

.. I understand the duties and commitment statement listed above.

.. I require clarification of the duties listed above.

Signed:.....

Print Name:

Date:.....