**Irvine Table Tennis Club.**

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| **Post Title:** | Table Tennis Development Officer (Part Time) |
| **Location:** | Club venue Portal Leisure Centre - with travel to other venues in the area. |
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| **Purpose of Job:**  To coordinate coaching and club activity to substantially increase the number of people of all ages and abilities playing table tennis in Irvine, Dreghorn and Kilwinning. | |
| **Main Duties:**   * Head Coach of Irvine TTC and community coach. * Ensuring the delivery of a minimum of 10 hours coaching at the club each week. * Creating the pathways to allow talented young players identified within schools and afterschool clubs to feed into the Club * Work with schools and key partners to increase participation in table tennis across the schools with the Irvine area.   + - Deliver training for school staff to underpin the expansion of table tennis as part of the PE curriculum     - Coordinating taster sessions in at least 8 primary schools in year 1, rising to 20 schools by the end of year 3     - Establish and provide coaching for After School sessions (P4-7 & S1-6) in 2 cluster secondary schools in year 1, rising to at least 3 by the end of year 3.     - Support the setting up off lunchtime clubs in schools to be run by teachers or senior pupils   + Establish new club sessions in community venues providing additional capacity for juniors, seniors and over 50s   + Recruit and train a minimum of 4 additional coaches each year and continually develop a growing team of other volunteers helpers   + Coordinate regular sessions in 4 sheltered housing / care home sites in year 1, rising to 12 by year 3   + Coordinate weekly sessions in schools and club venues for players of all ages with special needs * Assist the Club Committee and work closely with active schools coordinators within North Ayrshire. | |
| **Responsibility for Employees:**   * None | |
| **Relevant Qualifications:**   * Minimum of UKCC Level 1 in Table Tennis, preferably UKCC Level 2 | |

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| **Hours of Work:**   * Flexible working as required, averaging 16 hours per week during term time and 6 hours per week during school holidays |
| **Disclosure Requirements:**   * PVG membership for Vulnerable Adults and Children is an essential requirement of this post |