



**OXFORD UNITED**  
IN THE COMMUNITY

REGISTERED CHARITY NO.  
1126173

# **PREMIER LEAGUE KICKS SESSIONAL COACHES**

Role Information Pack





# OXFORD UNITED IN THE COMMUNITY

REGISTERED CHARITY NO. 1125173

## INTRODUCTION:

Oxford United in the Community is the Official Charity of Oxford United Football Club. We operate as a legally separate registered charity which is affiliated to and supported by the Club but which operates independently on a 'not for profit' basis.

We use the power of football and the Oxford United badge to inspire happier, healthier and better-connected communities across Oxfordshire.

Our team values are:

- O – OUTSTANDING in our delivery
- U – UNITED in our approach
- I – INCLUSIVE in our work
- T – TRUSTWORTHY in all of our connections
- C – COMMITTED to ALL in our community

Our work covers four key pillars:



**PARTICIPATION,  
EXPERIENCES &  
OPPORTUNITIES**



**HEALTH &  
WELLBEING**



**SOCIAL  
INCLUSION**



**EDUCATION &  
EMPLOYABILITY**

**OUR PILLARS**



## HOLIDAY CAMP STAFF – JOB DESCRIPTION SUMMARY

Job Title	Premier League Kicks Delivery Coaches
Location	Various in Oxfordshire
Salary	£15 per hour
Contract Status	Zero Hours
Reports To	Programme Lead – Social Inclusion
Hours of Work	Various

### ROLE DESCRIPTION AND PURPOSE:

Do you have a passion for using sport and physical activity to inspire children to realise and reach their full potential?

Oxford United in the Community are seeking a Premier League Kicks Sessional Coach to support delivery on our Premier League Kicks Football Programmes within Oxfordshire including regular sports sessions, educational workshops, player visits and tournaments/fixtures.

The main focus of the role is to support the delivery of the programme, including responsibility for delivering high quality sessions in line with the requirements set by Oxford United in the Community and Premier League Charitable Fund. You will liaise with the Social Inclusion Lead to support session delivery, workshop delivery, and deliver a successful programme in line with Oxford United in the Community expectations and grant terms and conditions.

The role will report to the Social Inclusion Lead, and work closely alongside other sessional staff to support in delivering increased impact for the Charity within Oxfordshire.



## **MAIN DUTIES AND RESPONSIBILITIES:**

- To consistently plan and deliver professional high quality coaching sessions that promote positive lifestyle choices and sustained participation in football and sport.
- Provide participants with a variety of opportunities to develop and grow as people by engaging participants in Workshops, Social Action & Youth Voice.
- To liaise with key stakeholders such as Programme Leads, Supporting Outside Agencies Staff i.e Police/Youth Workers, and parents, to ensure that all sessions are delivered in a safe and enjoyable environment.
- To be committed to programmes long term to positively influence the participants and help them to achieve through the power of football.
- To have an awareness and understanding of the types of issues that participants might be facing and being able to work with participants to make a difference to their lives.
- To be punctual and organised, ensuring that all equipment is prepared, and the venue is ready prior to the arrival of the participants.
- To be responsible for the welfare of children and young people in your care, ensuring they are signed in and out of each session by a parent, carer, or designated staff member.
- To communicate your availability for sessions efficiently and professionally with Oxford United in the Community Programme Leads.
- To adhere to all relevant policies and procedures as required in the role and report any safeguarding or welfare incidents to the appropriate Programme Lead.
- To always act as an ambassador for Oxford United in the Community, representing the charity in a professional manner.
- To demonstrate a positive commitment to promoting diversity, equality, and inclusion and reporting any acts of discrimination.
- To attend in-house CPD sessions or formal training when required.
- Fulfil additional roles and responsibilities as required by Oxford United in the Community Programme Leads.



## REQUIRED SKILLS & EXPERIENCE:

Qualification/Skill/Experience	Essential	Desirable
FA Level 2/UEFA C	✓	
FA Level 1 Safeguarding	✓	
FA Emergency First Aid	✓	
Hold a coaching disabled footballers qualification		✓
Hold a Youth Work Qualification or willing to work towards one	✓	
Mental Health First Aid Qualification		✓
Knowledge and experience of working with and/or coaching children and young people	✓	
Strong organisational and communication skills	✓	
Experience of working as part of a team with other staff/coaches	✓	
Outgoing and approachable personality	✓	
Able to follow instructions for example risk assessments	✓	
Hold a clean driving license & have own transport or be willing to use public transport to travel across the working area	✓	

## WHY APPLY?

This is a sessional/seasonal role with variable hours. The location will be dependent on where the programme is taking place

Benefits include:

- Oxford United kit provided
- Contributory pension scheme
- Coaches CPD events
- Matchday volunteering opportunities at Oxford United home matches
- Opportunity to take on other programme sessions within Oxford United in the Community

## HOW TO APPLY:

Please submit your CV and a short covering letter describing how you think your skills and experience are relevant to this role to [community@oufc.co.uk](mailto:community@oufc.co.uk). We will be reviewing applications as they are received and may close the post early if we receive a high volume of suitable applicants to interview, so if you are interested in applying, we encourage you to do so as soon as possible.

We aim to host initial interviews with post to start as soon as possible, subject to the application process and required notice period for the successful applicant.

Please note that if you have not heard from us 21 days after submitting then unfortunately your application has not been successful on this occasion.

## **FURTHER INFORMATION:**

Please note that the appointment of the successful candidate will be subject to standard pre-employment screening, as applicable to the post. Due to the nature of this role this will include right-to-work, proof of identity, enhanced Disclosure and Barring Service (DBS), and references.

Please note that any personal data submitted to the Charity as part of the job application process will be processed in accordance with the GDPR and related UK data protection legislation. The Charity's Policy on Data Protection is available on request.

Entry into employment with the Charity and progression within employment will be determined only by personal merit and the application of criteria which are related to the duties of each particular post and the relevant salary structure. In all cases, ability to perform the job will be the primary consideration. No applicant or member of staff shall be discriminated against because of age, disability, gender reassignment, marriage or civil partnership, pregnancy or maternity, race, religion or belief, sex, or sexual orientation.



**OXFORD UNITED**  
IN THE COMMUNITY

REGISTERED CHARITY NO. 1125173

**REGISTERED OFFICE:**

OXFORD UNITED IN THE COMMUNITY  
KASSAM STADIUM  
GRENOBLE ROAD  
OXFORD  
OX4 4XP

**COMPANY REGISTRATION NUMBER:**

06621199 (ENGLAND AND WALES)

**CHARITY REFERENCE NUMBER:**

1125173

**FURTHER INFORMATION:**

**WEBSITE:** [WWW.OUITC.ORG](http://WWW.OUITC.ORG)

**GENERAL ENQUIRIES:** [COMMUNITY@OUFC.CO.UK](mailto:COMMUNITY@OUFC.CO.UK)

**TELEPHONE:** 01865 337 515

