



TASK DESCRIPTION

ASSISTANT COACH

Name of Coach

Responsible to: Head Coach

MAIN DUTIES

- To assist with the club's coaching sessions at any site on fromto
- To assist the club in the preparation of all equipment beforehand and at the end. Conduct warm up and body preparation to gymnasts as directed and to change apparatus, as required, to comply with lesson plans
- To work with small groups of children under the direction of the Senior Coach in charge of running the session
- To keep the Awards Scheme Coordinator up to date of individual achievements made
- To arrive punctually for sessions in correct uniform/attire
- To provide suitable notice for cancellation of any sessions that cannot be attended
- To assist the Head Coach at competitions and events
- To notify the Head Coach or Club Manager immediately of any incidents, referrals or disclosures or, if this is not possible, follow the *Child Protection Guidelines* found in the BG Health Safety and Welfare policy
- To act in a responsible and appropriate manner at all times

Signed Date