



| **Job Title:** | Rugby Lead Coach |
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| **Hours:** | Part Time (afternoons and Saturdays) |
| **Status:**  | Permanent |

**Responsible to:** Director of Sport

**Job Purpose:**

Queen’s College is seeking an experienced, motivated and inspiring Rugby Lead Coach to play a pivotal role in the ongoing development and delivery of our rugby programme. The successful candidate will lead coaching across all age groups, nurturing a culture of excellence, sportsmanship and participation while aligning with the school’s commitment to “Sport for Life.”

This is a key position within the PE & Sport Faculty and will involve coaching, planning and coordinating the rugby curriculum, extra-curricular fixtures, and supporting the holistic development of student-athletes.

**Main Duties:**

#### Rugby Programme Leadership

* Lead the planning, delivery and review of the school’s rugby programme across all age groups (Prep and Senior School).
* Coach and develop boys' and/or girls’ rugby teams, promoting high standards of performance and enjoyment.
* Coordinate and manage fixtures, tournaments and tours, including Saturdays and other occasional evening/weekend commitments.
* Mentor and support other staff involved in rugby coaching, fostering a collaborative and consistent approach.
* Liaise with external bodies (e.g. RFU, Referee Societies, local clubs, and county organisations) to build partnerships and enhance opportunities for pupils.

#### Player Development & Wellbeing

* Identify and nurture talent through personalised coaching and guidance.
* Collaborate with the Sports Scholars Programme to develop individual performance plans.
* Promote inclusive participation while challenging and supporting high-performing athletes.
* Uphold high standards of safeguarding and pupil welfare in all sporting contexts.

#### General Responsibilities

* Assist with and contribute to wider sports provision, where required.
* Attend departmental meetings and support whole-school events, including open days and induction activities.
* Maintain accurate records of training sessions, fixtures and pupil progress.
* Contribute to the ongoing evaluation and improvement of the rugby provision.

**Person Specification**

#### Essential

* Proven experience coaching rugby at school, academy or club level.
* Minimum RFU Level 2 Coaching Qualification (or equivalent).
* Strong organisational and leadership skills.
* Ability to inspire, motivate and engage young people across a wide range of abilities.
* Understanding of safeguarding procedures and a commitment to pupil welfare.
* Excellent interpersonal and communication skills.
* Flexibility to work evenings, weekends and travel as required.

#### Desirable

* Experience coaching girls' rugby and promoting female participation in sport.
* First Aid qualification and/or up-to-date safeguarding training.
* Experience leading sports tours or inter-school tournaments.
* Teaching qualification or experience working in an educational environment.

**Child Protection and Safeguarding**

Safeguarding and promoting the welfare of children is everyone’s responsibility. Everyone who comes into contact with children and their families has a role to play. In order to fulfil this responsibility effectively, all practitioners should make sure their approach is child-centred. This means that they should consider, at all times, what is in the best interests of the child (KCSiE 2024).

You must comply with the Queen's College Child Protection and Safeguarding Policy and Procedures and the requirement to report any concerns relating to the safety or welfare of children.

**Additional Duties:**

To undertake such additional duties as may be reasonably required commensurate with the level of responsibility within the College.

The post-holder will undertake assigned duties and responsibilities, ensuring that all actions are discharged within the regulatory and legislative requirements to which the College is subject.

 **June 2025**

This job description is current at the above date. In consultation with the post holder it is liable to variation by the School to reflect actual, contemplated or proposed changes in or to the job.

|  **Signed ..............................................** **Print name ......................................** **Dated ...............................................** *(Post holder)* |  **Signed ..............................................** **Print name ......................................** **Dated ...............................................** *(Line Manager)*  |
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