



**Job Description:** Assistant Coach (Women's Squad) for Cambridge University Boat Club ("CUBC" or the "club")

**Responsible To:** The Chair of the Rowing and Management Board of the CUBC ("RMB Chair")

**Day-to-day Reporting To:** The Chief Coach (Women's Squad) of the CUBC

**Hours:** Full time

### **Objectives**

- The primary aim and duty of this appointment is to support CUBC's Chief Coach (Women's Squad) to win the annual Women's Boat Race.
- Victory in the Blondie/Osiris Race, success at Henley Royal Regatta and representation at Under 23 and World Championship/Olympic level are also sought.

### **Responsibilities**

1. CUBC's Assistant Coach (Women's Squad) will be responsible to the Club's RMB Chair, and will report day-to-day to the Chief Coach (Women's Squad).
2. You will support the CUBC's development and aid in driving an inspiring culture that creates success and attracts prospective applicants to the University. You will support an environment that facilitates success both on the water and academically, with care for the mental and physical health of the club's athletes and staff.
3. The Boat Race is a high-profile global event, and your profile will be high amongst rowing coaches, the broader rowing community and the public. You will demonstrate, and be seen to demonstrate, a positive image of the Club both internally and externally at all times, and thus protect and enhance the image and reputation of CUBC, Cambridge University rowing, Cambridge University, and the Boat Races.
4. You will undertake rowing coaching duties both on and off the water as directed by the Chief Coach (Women's Squad) within the CUBC squad, year-round: during the Boat Race campaign, the summer racing programme including Henley, National Trials, other summer regattas, and the Boat Race preparatory period. You will have specific responsibility for the coaching of Blondie, the Women's Reserve Crew. You may also be requested to coach other Varsity crews.
5. You will assist in the maintenance and repair of the Club's boats, launches, motors, training equipment, vehicles, buildings and other facilities (other than major repairs requiring repair by third party repairers/manufacturers).
6. You will take shared responsibility for boat transport to and from boat builders, training camps and regattas, and for the rigging and de-rigging of boats, as required by the Chief Coach, on your own or in conjunction with the Chief Coach or other staff or volunteers.

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7. You will assist in the specification and procurement of new boats and other training equipment as directed by the Chief Coach, working with the Chief Coach to ensure that such procurement and associated disposals are undertaken within the annual budgets established by the Club.
8. You will assist with the regular updating of the equipment maintenance schedule for equipment in the Club's Boat Houses.
9. You will undertake trips, both domestically and internationally, and work with the Chief Coach (Women's Squad) and Club staff to increase scholar-athlete applications to the University.
10. Whilst your primary duty will be to the objectives stated above, where possible you will contribute to the coaching and development of University and College crews and college coaches on the River Cam with a view to raising the general standard of Cambridge University rowing and improving the chances of college-trained athletes and coxes joining the squad. At the direction of, and along with, the Chief Coach (Women's Squad), you may be required to coach other crews within the Cambridge University representative umbrella.
11. You will work with the Club Rowing Safety Adviser and will be required to understand and implement the British Rowing requirements for Water and off water safety, such as RowSafe.
12. You are required to, share responsibility for, and act with due care for the Health and Safety of yourself, other staff members, athletes and visitors within the provision of the Management of Health and Safety at Work Regulations 1999.
13. You are required to mitigate any hazards and to draw to the attention of the Chief Coach any and all actual or potential hazards within the environment of the Club's boathouses in Cambridge and Ely, and with any other facilities or equipment used by the club.
14. You are required to observe The Fire Precautions (Workplace) (Amendment) Regulations 1999.
15. You will qualify as a UK Anti-Doping (UKAD) Accredited Advisor, and undertake Workplace First Aid and Mental Health First Aid training as provided by CUBC.
16. You are required to undertake any other duties as may reasonably be required by the Chief Coach (Women's Squad) and RMB Chair.
17. You are required to conform to the further requirements of the club's Staff Handbook that covers, inter alia, Health & Safety, Discrimination, conduct and confidentiality. All staff are required to respect the confidentiality of all matters that they might learn in the course of their employment. All staff are expected to respect the requirements under the Data Protection Act 2018. This Staff Handbook will be updated as and when required.

### **Relevant Skills, Knowledge and Experience Required**

The candidate will be an experienced coach or high-level athlete with a proven track record in developing competitive athletes.

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**Remuneration**

A competitive package will be agreed with the appropriate candidate.

15th September 2021

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