**Task Description: Head Lincolnshire Academy Coach**

**Responsible to:** Lincolnshire CountyManagement Board

**Responsible for:** Assistant and Apprentice coaches

Main duties

 To take full responsibility for the Academy coaching sessions as assigned and agreed.

 To maintain high ethical standards in coaching, ensure they keep up-to-date with your knowledge, skills and qualifications and prepare and / or familiarise yourself with all coaching sessions in advance to the agreed excel pathway.

* Lincolnshire Academy Head Coach must be a minimum of an England Netball Level 2, and actively working towards Level 3.

 To undertake training appropriate to the role (e.g. child protection training).

 To work with and include assistant and / or apprentice coach(es)in the preparation and running of each session; giving mentoring as appropriate.

 To attend the Talent TSG meetings and report on progress. These updates will then be taken to the Lincolnshire County Management Board meetings by the Talent TSG chair.

 To travel to competitions and festivals with the academy team(s).

 To inform the Academy Coordinator in advance of any sessions that cannot be attended, and ensure that the person taking charge of the session has all the relevant information to cover the session (e.g. equipment, coaching plans, medical information, contact details, etc.).

 Keep a record of all sessions attended by assistant and / or apprentice coach(es) and advise the treasurer.

 Obtain venue risk assessment and forward to Academy Coordinator.

 Carry out Risk Assessments for all venues used, and record actions for all Academy sessions (even if zero). A template will be provided.

 Record and report all accidents and incidents to the appropriate person.