

## Taleo Role Profile & Person Specification

### Description:

**Job Title:** Overseas Soccer Coach

**Department / Business Area:** Overseas

**Location:** Overseas

#### **Overview of Main Responsibilities and Duties:**

- To deliver the SunStar Soccer School to boys and girls aged from 5 years.
- To promote the SunStar soccer school at all opportunities during guests holiday eg Welcome Introductions, Entertainment Evenings
- To co-ordinate and complete all soccer school paperwork and ensure that child numbers are recorded.
- To check and ensure that all equipment and venue meet the full health and safety requirements prior to every coaching session.
- To ensure that all children have a signed parent agreement form and are signed in/out for every coaching session.
- To ensure that all participants in any activity have the correct clothing/ equipment/ refreshment.
- To record all accidents/ incidents in appropriate TC paperwork
- To professionally address all customer queries and revert with an answer as soon as possible
- To support and assist the SunStar entertainment and KidsWORLD teams when necessary
- To provide additional sporting activities as part of the SunStar daytime activity programme.
- To continually deliver a high level of care to all Thomas Cook customers
- To present soccer school achievement awards during evening entertainment
- To ensure that the Soccer School notice board is updated and meets the Thomas Cook guidelines.
- To be prepared to assist/ cover additional duties when required.

#### **People Skills**

- To be confident in communicating to large groups of children and adults
- The ability to communicate with internal and external colleagues.
- To be an effective team player
- A willing and helpful nature offering support when required.
- To work along side other Thomas Cook Products

#### **Decision Making Skills**

- Application and knowledge expertise and experience of sports coaching to Thomas Cook holidaymakers.
- To escalate any issues to resort management.
- The ability to use own initiative to help resolve problems.
- Take ownership of any given task ensuring that the outcome is consistent with Thomas Cook policies.
- The ability to be vigilant and able to use initiative in every instance.
- To work within the Thomas Cook safeguarding Childrens policies and procedures.

#### **Development Skills**

- To ensure that risk assessment practices are escalated accordingly.

#### **Person Specification ;**

**Presentation:**

**Essential:**

- Smart appearance.
- Good communication skills.
- Fun Lively personality

**Education and Qualifications:**

**Essential:**

- Educated to GCSE Level (or equivalent)
- Minimum FA Level 1 soccer coaching qualification
- Basic Red Cross/ St John Ambulance qualification (1 day appointed person minimum)

**Experience and Track Records:**

**Essential:**

- Experience in coaching groups of children in soccer skills

**Desirable:**

- Experience in coaching in other sport disciplines
- Experience in providing entertainment
- Coaching with an accredited body/ football club

**Personal Qualities:**

**Essential:**

- Passion for sport.
- Fun but responsible approach to lessons/ tasks.
- A helpful nature with a willingness to take on any task.

**A key requirement of all Overseas staff is to be 100% flexible. We operate to over 70 Destinations around the world and new staff will be placed once recruited.**