

Job Description

Post Title: One Year Work Placement Assistant Strength Conditioning Coach
Salary: N/A
Responsible to: Head of Strength and Conditioning

MAIN PURPOSE OF THE JOB

To assist in providing Strength & Conditioning services to a variety of talented and elite athletes from a wide range of sports.

To work alongside our partners in the delivery of Strength & Conditioning to our clients. Our clients include; the English Institute of Sport (EIS), England Squash, England Women's FA, England Golf, England Netball, Arsenal Women's FC, Saracens Mavericks, Talented Athlete Support Scheme (TASS), Hertfordshire Talented Athlete Programme (HTAP), Regional Netball and Swimming, Hertfordshire Golf, Hatfield Swim Club, Hatfield Netball Club, UH Scholars amongst others.

To provide consistent, high-quality strength and conditioning services to all clients through the implementation of agreed operating procedures and standards.

RESPONSIBILITIES AND DUTIES

The Assistant Strength & Conditioning Coach will work with all staff across Hertfordshire Sports Village to ensure our mission and strategy is achieved through the following core duties and responsibilities:

- With mentorship - plan and write training programmes for a wide variety of athletes and sports.
- Assist in the delivery of 1-2-1 and group strength and conditioning sessions to a variety of athletes, clients and students (including pitch/court-based speed and agility sessions).
- Create annual periodised training plans.
- Produce programme booklets for our athletes in line with PH standards.
- Support and run assessments and screenings.
- Support and deliver fitness testing to a variety of our clients and partners.
- Assist in the delivery of workshops and courses.
- Assist with the promotion of Performance Hertfordshire via social media and marketing.
- Assist all Strength and Conditioning Coaches in delivering all aspects of the day to day running of the Performance Hertfordshire gym including; the opening & closing procedures, maintenance checks on equipment, NOPs, EAPs, Risk assessments and any other requirements needed from time to time.
- Work with or alongside other departments of Hertfordshire Sports Village, to deliver educational or sporting projects.
- Responsible for self-development of exercise prescription, lifting and exercise techniques and coaching style.

Facilities and Maintenance

- To ensure the facilities and equipment remain in appropriate condition, clean, safe and welcoming.

Health and Safety

- Support the Head of Strength and Conditioning with the delivery of relevant health and safety checks, audits and reviews within the Performance Hertfordshire gym and in-service delivery.

Systems and Administration

- Responsible for the management of Strength and Conditioning IT related processes and liaise with relevant departments.
- Ensure all Strength & Conditioning operational procedures are reviewed and followed through regular training.

Customer Care

- Ensure Strength & Conditioning services are delivered to a consistent & exceptional standard at all times through training and review of objectives.

Development

- Responsible for self-development of exercise prescription, lifting and exercise techniques and coaching style. Regular CPD and mentoring will be provided in order to accomplish this.
- Complete the Level 3 Diploma for UKSCA S&C Trainers.

General Duties

- To contribute positively to the development of the wider University sport business through attendance at team meetings and input into business development.
- Undertake any areas of responsibility or tasks appropriate to the level of the post.

SUPERVISION RECEIVED

The Assistant Strength & Conditioning Coach will be managed by the Head of Strength and Conditioning, who will undertake probation reviews at 2, 4 and 6 months, as well as regular 1:1 meetings, and provide regular supervision alongside the rest of the S&C team.

CONTACTS

Internal – all staff and customers of the Hertfordshire Sports Village and UH Sport services, students and staff from the University and Herts Squad.

External – Customers and potential customers from the community, businesses and business organisations, local authorities, colleges and schools, professional and amateur sports clubs and organisations.

TERMS AND CONDITIONS OF EMPLOYMENT

Conditions of Service

Hertfordshire Sports Village and other sports activities within the University of Hertfordshire are managed by Polyfield Property Ltd., which is a wholly owned subsidiary company of the University of Hertfordshire. The terms and conditions of employment are reviewed by the Board of Polyfield Property Ltd.

Salary

This is an unpaid work placement. However, if any overtime is arranged and agreed between the Assistant Strength and Conditioning Coach and the Head of Strength and Conditioning then an hourly rate of pay in line with the HSV Health, Fitness and Performance department may be paid. This does not include shadowing S&C sessions, CPD sessions, fitness testing support, assisting workshops or courses unless arranged and agreed by the Head of Performance and Academic Liaison.

Hours of Work

A flexible working week of a minimum of 28 hours per week (0.7 FTE). This position requires the post holder to be flexible and when necessary, support the staff on shift, at times offering cover, which may include early mornings, evenings, weekends and bank holidays.

The placement will commence on Monday 01 September 2025 for the duration of 12 months.

The pattern of work is designed to match the needs of the business as well as suiting the availability of the Work Placement Student. These hours are set and need to be adhered to unless prior notification is agreed with the Head of Strength and Conditioning. The notification period is ideally 1 week or more before you are due to work.

Annual Holiday

You are entitled to take up to 23 days unpaid holiday (pro-rata) throughout the year, but you need to provide at least 14 days' notice.

Additional Benefits

Staff will be provided with allocated time for CPD training to enhance your skills and knowledge within the field of Strength and Conditioning.

Courses and workshops that we deliver will be available for you to access, without charge.

We will support and mentor all staff through their preparation for the UKSCA application in becoming an accredited strength and conditioning coach.

We will provide coaching opportunities to work with a variety of athletes from all sport and ages, to build your portfolio and hours working within the field of strength and conditioning.

A uniform is provided for all staff.

As a subsidiary company of the University of Hertfordshire staff may utilise all benefits open to UH staff, this includes access to catering outlets and Learning Resource Centre.

Termination of this Contract

The minimum period of notice of termination of the work placement, which you are required to give, is one calendar month.

Placement Student

Signed by _____

Date _____

Senior Strength and Conditioning Coach

Signed by _____

Date _____