**ROLE:** Head Coach

**RESPONSIBLE TO:** Chairman, Committee & Club members

**PURPOSE:** Implement and support a safe and effective training programme that assists the Club’s coaches and triathletes. Help to develop and deliver the vision for your club and coaching team.

**COMMITMENT:** Work with all coaches on the preparation coaching sessions (attendance required at some but not ALL sessions), coach sessions as appropriate, attend all club meetings when required.

**Main Duties and Responsibilities**

* To take full responsibility for the club’s coaching sessions.
* To prepare all coaching sessions in advance together with other coaches.
* To work with and be includedin the preparation and running of each session.
* To attend club meetings and report on progress when required.
* To offer the club feedback on the organisation and degree of success of coaching and performance of clubs triathletes at events.
* To uphold and abide by the BTF Coaches Code of Ethics and Conduct.

**Attributes of a Head Coach**

* **Planner** – Plan or assist in planning all coached sessions.
* **Organiser** – of sessions, equipment, triathletes, and coaches.
* **Mentor** – to your triathletes and possibly to other coaches you work with.
* **Teacher / Educator / Instructor** – coaching can be considered as helping athletes learn and understand what they need to improve or increase their enjoyment, teaching and educating can form a large element of this. Achieving a balance between telling people what to do and providing an environment for them to learn themselves is a key coaching skill.
* **Manager**– participants and others will look to the head coach to define what needs to happen and when. The coach will usually need to take the lead and manage a range of activities to support coaching e.g. preparation of plans, booking facilities, possibly even selecting target races for a club or groups of individuals.
* **Role model**– coaching is an important role, and many people look to coaches to set an example, therefore coaches need to act and behave as expected from someone in a position of responsibility.
* **Motivator** – not only to your triathletes but to more junior coaches in your club.
* **Friend** – over time, you will build personal relationships with your triathletes.

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| NAME (please print) |  | | |
| British Triathlon Membership number | |  | |
| SIGNED |  | DATE |  |