



JOB DESCRIPTION

- JOB TITLE:** Level 4 Sports Coach Apprenticeship
- HOURS:** 28 hours per week (4 days)
- CONTRACT:** 15 months
- START DATE:** 1st September 2026
- SALARY:** £11,648 + expenses
- LOCATION:** North of Hampshire (Basingstoke), with Wednesdays spent at Solent University
- CLOSING DATE FOR APPLICATIONS:** Monday 1st June, 9am

ROLE OVERVIEW

Hampshire Cricket Board (HCB) is responsible for growing the recreational game in the county. We aim to inspire girls and boys to play cricket through the delivery of school, club and community-based programmes.

The Level 4 Sports Coach Apprenticeship will assist with coaching and community engagement across all HCB's programmes and projects. The role is aimed at a coach who would like to broaden their knowledge across a variety of delivery areas but will specialise in **Community Sport Coaching**. Community sport coaches motivate and engage people of all ages and abilities in community sports settings, including local authority, charity and national governing body of sport community initiatives or clubs. The learner will be supported to improve all areas of their coaching practice, including;

- Sport Coaching Pedagogies
- Cultures and Contexts of Coaching Practice
- Profiling in Sport
- Progressive and Inclusive Coaching Practice
- Coaching Innovation Project
- The Reflective Practitioner

ROLES AND RESPONSIBILITIES

- Deliver key strategic programmes such as Chance to Shine (CTS), All Stars Cricket, CTS Street, Wicketz, Super 1s, holiday courses and competitions. Delivery will be primarily based within a set geographical area with some work and travel required county and country wide
- Establish and maintain strong relationships with all stakeholders, particularly schools and community partners
- Regularly engage and build relationships with young people and the wider community within the set geographical area
- Plan, deliver and review cricket sessions based on the CTS framework
- Deliver assemblies and teacher training sessions
- Ensure accurate records are kept and logged in accordance with funding partners' requirements

- Identify and record individual or group case studies for promotional and monitoring/evaluation purposes
- Be prepared to undertake any other duties related to the work of these functions as required

PREFERRED SKILLS, KNOWLEDGE AND EXPERIENCE

- An understanding and experience of working with young people in a school or sports club environment, inspiring them to participate in sport and physical activity
- Experience of coaching a wide range of audiences (desirable)
- Experience of working with volunteers
- Effective communication skills in a variety of formats e.g. face to face, phone and e-mail
- Ability to work independently and as part of a team
- Adaptable nature to accommodate flexible working patterns to meet the demands of the programme
- Strong organisational and planning skills
- Efficient time management
- Computer literate and effective user of Excel, PowerPoint and other Microsoft programmes

ESSENTIAL REQUIREMENTS

- Aged 18 by 1st September 2026
- Ability to travel independently between sites (full and valid driving licence and access to a car)
- Maths and English GCSE certificate passed at A-C/4-9 grade, or equivalent level 2 functional skills
- Valid passport and been living in the UK for a minimum of 3 years
- Completion of Core Coach (Level 2) and be qualified by February 2027 – HCB to provide training
- First Aid trained (can be provided)
- ECB DBS check (will be provided)

WORKING HOURS

The normal working days will be Monday-Friday, working part time (28 hrs per week/4 days), with a minimum of 6 hours a week of an apprentice's contracted time being allocated to off the job training. The off the job training will be on a Wednesday each week and delivered both remotely and onsite at Solent University. The majority of working hours will be between 9.00am and 5.00pm, however you will be required to work evenings and occasional weekends as and when the role requires.

This job description outlines the principal accountabilities/main duties relating to this post. However, the post holder may be required to undertake other duties not detailed above, as directed.

SAFEGUARDING STATEMENT

Hampshire Cricket Board is committed to safeguarding and protecting the children and young people that we work with. As such, all posts are subject to a safer recruitment process, including the disclosure of criminal records and vetting checks. We ensure that we have a range of policies and procedures in place which promote safeguarding and safer working practice across our services.

EQUAL OPPORTUNITIES

We are committed to employment practices and behaviours that encourage diversity, promote

equality of treatment and eliminate unlawful and or unfair discrimination. If you would like to request any accommodations from application through to interview, please email emily.munro@utilitabowl.com. We do not accept any unsolicited agency resumes.