



*Enhancing lives through sport*



**Vacancy: Freelance Coach**

Recruitment pack

October 2025

## About us

We use the unique power of sport to enhance the lives of disabled people.

Through our inclusive clubs, coaching sessions in schools, and expert-led training, we break down barriers to sport for 3,500 disabled people, their families and carers each year, improving both physical and mental health.

### ***Why do we exist?***

The benefits of sport on physical and mental wellbeing are well-established. But, for disabled people, opportunities are hard to come by. Barriers such as a lack of education, investment and awareness mean that disabled people are half as active as non-disabled people.

With the pandemic and subsequent cost-of-living crisis disproportionately impacting disabled people, our work is more vital than ever.

### ***Our Strategy***

Our charity has a single mission: we use the unique power of sport and physical activity to enhance the lives of disabled people.

In the following pages, we outline our plans to achieve this mission. We have three key objectives:

1. Empower disabled people of all ages to participate in sport and feel part of a supportive community
2. Educate individuals and organisations with the skills, expertise and confidence to deliver inclusive activities for all
3. Enrich the lives of disabled people by providing specialist services to enhance the work of our partners

There's no one better to lead our mission than the people we serve. That's why we're proud that over 40% of our coach and volunteer workforce are disabled people who deliver inclusive sport sessions every week at our Community Clubs across London.

We have big ambitions, but we can't do it alone. That's why at the heart of our plan lies partnerships with communities, supporters, volunteers and coaches.

We hope you will join our journey to enhancing lives.



## **About the role**

### **Job Purpose**

Would you like to coach at our award-winning Community Clubs or our Community Coaching sessions?

Be part of a team breaking down barriers and building a love of sport and movement for children and adults.

Providing fun and inclusive activities for disabled adults and children aged 8 and above, Disability Sports Coach are looking for a Coaches to fulfil our coaching contracts across London.

### **Coaching Opportunities**

As part of our network of coaching, we will have coaching sessions we can offer you across London, providing you with more opportunities to share your expertise.

You will be invited to our monthly Coach Network Sessions, where you will receive the opportunity for peer support, continued professional development opportunities and specialist session templates.

This role will sit within a small and inclusive workforce. We encourage applications from individuals of all backgrounds who may not meet every qualification but are passionate about the role and bring relevant skills and experience. A positive, team-oriented attitude is key!

If you are excited by the challenge of breaking barriers to sport for disabled people, we would love to hear from you.

### **Salary**

£15-25 per hour depending on experience.

## **Main Duties and Responsibilities**

- Deliver coaching sessions that are participant-centred, structured, progressive, fun and of high quality to people of all ages.
- Adapt sessions to cater for different abilities of people aged 8 and above. Undertake the necessary planning for each activity session to ensure the programme demonstrates progression, where appropriate.
- Continually monitor and evaluate all sessions, activities and programmes.
- Undertake administrative tasks associated with the post including planning sessions, taking registers, and including collection of registration forms.
- Provide, where appropriate, mentoring, further support, guidance and advice to other coaches, teachers, sports leaders and volunteers.
- Be a positive role model at all times.
- Ensure all equipment associated with the coaching programme is correctly set up, maintained, stored and returned on completion of the coaching programme.
- Build relationships with key stakeholders including members, parents, carers and facility providers and liaise with them to ensure they remain happy with the service provided.
- Take responsibility for continuing personal development (CPD) and attend relevant training courses to improve coaching delivery.
- Be familiar and comply with health and safety regulations and to undertake activity/venue risk assessments prior to all sessions, and record and report incidents/accidents/hazards.
- Respect the rights of all participants and ensure that their well-being and safety are considered at all times.
- Maintain appropriate boundaries when dealing with participants, volunteers and other members of the Coaching workforce.
- Ensure all policies and procedures are followed by all within the session, including Safeguarding protocols.
- Ensure any communication from the core team is responded to promptly, and monthly invoices are submitted on time.

## **Additional Information**

- This post involves working with children and at-risk adults. If successful, we will seek character and professional references, and you will therefore be subject to an enhanced DBS check.
- This post may involve some evening and weekend work, pre-agreed and paid at your Coaching rate.

These are the key tasks as currently defined. It is expected that this job description will be regularly reviewed and may be amended from time to time, and by mutual agreement, to meet changing circumstances.

## **Person Specification**

### **Essential:**

- Passionate about providing sports and physical activity for disabled people
- Excellent interpersonal skills to engage participants and deliver high-quality inclusive activity sessions
- Experience in coaching sports/activities to disabled children and/or adults
- Experience of working within a leisure centre, club and/or community environment
- Self-motivated with the ability to lead a session for children and adults with a wide range of disabilities, including learning and physical disabilities
- Able to deliver and adapt to a variety and range of audiences/environments
- An understanding of how to adapt sports to make them more accessible
- Excellent organisational and time management skills
- Ability to use own initiative but also work well as a team
- Hold a CIMSPA-accredited coaching qualification
- Hold a First Aid certificate issued within the past 3 years
- Hold a Safeguarding Adults/Child Protection certificate issued within the past 3 years
- Ability to evaluate sessions and provide quality feedback
- Commitment to continuous personal development
- Awareness of how Health and Safety impacts the delivery of sessions

### **Desirable:**

- Experience of coaching Dance, Yoga or HIIT sessions.
- Experience in coaching adapted and Paralympic sports (Boccia, New Age Kurling, Polybat, Table Cricket, Goalball)
- Attended a certified Disability Sports course
- Hold a full, clean driving licence

## **How to apply**

Please provide a covering letter and a CV no longer than 2 pages explaining how you meet the criteria to [DSC@disabilitysportscoach.org.uk](mailto:DSC@disabilitysportscoach.org.uk)

## ***Timelines***

- Application deadline: ongoing

## **Equality, Equity and Diversity**

We are committed to creating a welcoming environment for people from all backgrounds, perspectives and experiences.

As part of our commitment, we want to diversify our Board of Trustees to better reflect the diverse communities we serve across London. We encourage people of all backgrounds, particularly people from under-represented backgrounds, to apply for the role of Trustee.

## ***Disabled Candidates***

We will give every possible opportunity to disabled candidates who have the skills and experience we seek, as it is fundamentally important to the success of our charity to involve disabled people in our work.

If you are disabled, please let us know if there is anything else we can do to ensure the recruitment process is accessible to you.

## **Disability Sports Coach**

House of Sport

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[www.disabilitysportscoach.org.uk](http://www.disabilitysportscoach.org.uk)

Registered charity in England & Wales no. 1150294