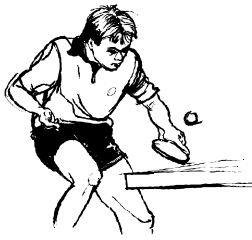


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# Cramlington Table Tennis Club - an ETTA *PremierClub*



## Role & Responsibilities – Club Coach

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**Role:** To plan, deliver and evaluate club coaching sessions in a safe and enjoyable environment.

The emphasis should be on teaching, coaching and developing players in the understanding and basic techniques of HOW to play Table Tennis.

**Status:** Volunteer (club coaches could be paid on a per session basis)  
**Appointed by:** Coaching Officer  
**Responsible to:** Coaching Officer  
**Reports to:** Club Committee  
**Approximate time commitment:** Likely to be between one and two hours per session coaching dependent on club programme  
**Useful skills and experience:** An ETTA coaching qualification, an involvement in playing Table Tennis, an interest in helping (young) players to reach their full potential  
**Benefits of volunteering:** Volunteering in Table Tennis can be rewarding in itself, but it can also be fun, sociable and confidence building. The club will reimburse agreed out of pocket expenses

### Responsibilities

- Take responsibility for coaching sessions designated by the Club Coaching Officer/Club Committee.
- Dress appropriately and ensure all participants do likewise.
- Agree to and act on the Club's Equity and Child Protection policies and Codes of Conduct.
- Attend appropriate club meetings.
- Attend continuing personal development courses (CPD).
- Provide advice on equipment purchases and competition entries.
- Give general player support including advice on physical and psychological training and diet.
- Where a Club Duty Officer is not present, assume the following Duty Officer responsibilities (refer to Roles & Responsibilities Club Duty Officer PC-T51g):
  - Open up on arrival and secure on departure the club venue.
  - On arrival and departure at the venue, check for and record any damage to the facilities or unsafe/broken equipment.
  - Maintain an up- to-date attendance register and collect any session fees payable.
  - Supervise the safe setting up and dismantling of required equipment.
  - Be responsible for the use and safe return of all club equipment e.g. bats and balls.
  - Implement accident, injury and evacuation procedures.
  - Welcome new players, parents and other visitors.
  - Ensure that all areas accessed by the club remain tidy.

### Task List

- Obtain professional liability insurance cover.
- Deploy helpers/practice partners in accordance with club policy.