

RECRUITMENT PACK



NATIONAL PERFORMANCE &
UNIVERSITY HEAD COACH

Diolch

Thanks for your interest in joining us here at Tennis Cymru / Tennis Wales. We're the Governing Body for tennis & padel here in Wales, with a vision of tennis opened up across Wales. Our mission is to transform Welsh communities through tennis.

An exciting partnership has been formed between Cardiff Metropolitan University and Tennis Wales creating a unique opportunity for a brand new position to create a transformative coaching programme for Welsh performance players aged 14 and over. You can read more about the role within this pack. Should you have any questions we will be happy to discuss further with you. Best of luck with your application and thank you for your interest and time.

About Tennis Wales

Tennis Wales is the Governing Body of tennis and padel in Wales. Our vision is tennis opened up across Wales, and we aim to transform Welsh communities through tennis in our 2024 to 2026 strategy. In partnership with our sponsors, the Lawn Tennis Association (LTA) and Sport Wales, we work collaboratively to make tennis relevant, accessible, welcoming & enjoyable.

About tennis in Wales;

- 176k adults playing tennis at least once each year
- 36k children playing tennis weekly in Wales
- 200 accredited coaches & officials working in the sport
- 1,100 tennis courts, right across Wales
- 500+ volunteers supporting the game

About Cardiff Met

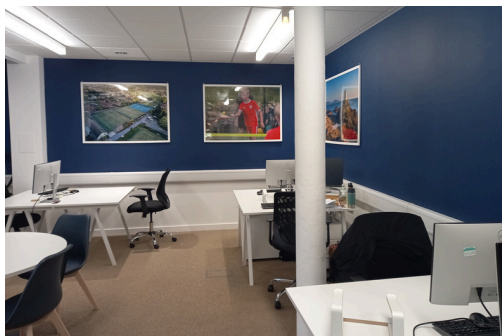
Cardiff Met University is focused on excellence across our sporting system, building on a proud history and tradition of sporting success at the University. The University is making significant strategic investment to upgrade facilities, diversify activity and improve access, retention, outcomes and impact in both high performance and participation sport. Working in partnership with the Students' Union, Cardiff Council, Sport Wales and governing bodies in sport, we will deliver an outstanding sporting experience and Cardiff Met will become known as 'Wales' Sporting University' capitalising on sport as a lever for wider social, economic and cultural good.

- 4 indoor tennis courts
- Industry leading S&C facilities
- Dedicated sports professional services teams
- Tennis Wales, University of the Year Award 2024 and LTA National Awards Finalists

Working at Tennis Wales

Fantastic Benefits:

- Flexible working here in Cardiff and remotely
- Work place pension
- Private healthcare through Vitality
- Employee Assistance Programme
- Access to tickets at major tennis events in Britain
- 25 days annual leave pro rata, plus additional privilege days



Exciting Offices at The Maltings:

- Open plan offices close to Cardiff City Centre
- Free on site gym membership (subject to small induction fee)
- Discount ION Gym onsite
- Free tea & coffee and access to kitchen
- Discount at Kin and Ilk onsite cafe
- Social events calendar
- Free car parking



The Role

National Performance & University Head Coach

Responsible to Head of Performance

Location Cardiff Met University, with tournament travel required

Salary Up to £45,000 per annum with great benefits, pension, private healthcare & training

Salary Hours Full time (35 Hours)

ABOUT THE ROLE

Tennis Wales is the Governing Body of tennis in Wales. Our vision is tennis opened up across Wales, and we aim to transform Welsh communities through tennis. A key tactic in our 2024 – 2026 strategy is to develop pathways for Welsh players.

Cardiff Met University is focused on excellence across our sporting system, building on a proud history and tradition of sporting success at the University. The University is making significant strategic investment to upgrade facilities, diversify activity and improve access, retention, outcomes and impact in both high performance and participation sport. Working in partnership with the Students' Union, Cardiff Council, Sport Wales and governing bodies in sport, we will deliver an outstanding sporting experience and Cardiff Met will become known as 'Wales' Sporting University' capitalising on sport as a lever for wider social, economic and cultural good.

An exciting partnership formed between Cardiff Metropolitan University and Tennis Wales provides a unique opportunity for a brand-new position in which the National Performance & University Head Coach will create a transformative coaching programme. The position will play a key role in our Performance Teams and will be responsible for the development of Welsh performance players aged 14 and over, up to and including University performance players and programmes at Cardiff Met University.

The National Performance & University Coach will plan, manage, and deliver a National Training Programme for Welsh performance players (hosted at Cardiff Met University Tennis Centre), and establish a performance programme for students attending the university. The partnership between Tennis Wales and Cardiff Met will provide leadership and strategic direction to the development of Welsh players based in Wales and students at Cardiff Met through the player pathway to optimise their potential and performance.

This role will require significant experience in player development and university tennis, and a close working relationship with the LTA and Sport Wales Performance Teams. The role requires the development and maintenance of strong relationships with staff of Wales' LTA Regional Player Development Centre in Swansea, Cardiff School of Sport and Health Sciences and other programmes and pathways. This will ensure that player transitions into the new National Training and Student Performance Programmes have the best interests of the player and student athlete as the primary focus. The programmes will complement one another to develop an integrated, seamless pathway for tennis, providing a high-quality performance environment and further growing Wales' and the University's reputation as a destination for tennis and sport.

Key Roles and Responsibilities

- Establish a year-round National Training Programme and Cardiff Met Performance Programme that combines the top Welsh players in Wales (aged 14 years +) and student performance players at Cardiff Met Tennis Centre, with wraparound support from Cardiff Met Sport Performance Services Team and Cardiff School of Sport & Health Sciences.
- Lead, manage, and deliver Tennis Wales' National Training Programme in partnership with Cardiff Metropolitan University, from the selection of players through to their exit routes into the game and wider career / education pathways.
- Lead, manage and deliver the Cardiff Met Performance Programme in partnership with a number of key stakeholders, from initial recruitment of student athletes to delivering high quality training programmes, developing competitive BUCS teams to offering appropriate support throughout their university journey.
- Manage individual development plans for junior players and students including the planning and management of training and competition schedules which are regularly reviewed and progressed.
- Lead quarterly [evidence-based] development reviews for high-priority players and students, with key members of the Tennis Wales and Cardiff Met teams, ensuring performance measures are being tracked and monitored.
- Work closely with Cardiff Met Head of Tennis to develop and grow the performance programme including developing and leading a recruitment plan for talented student athletes.
- Support players more widely as required throughout the year at events such as BUCS, British National Championships, Tennis Europe, ITF, LTA British Tour, and Four Nations competitions.
- Manage a reporting system to feedback to players and students, their coaches, and their parents.
- Work closely with the other performance coaches across Wales, the LTA, and Sport Wales to create opportunities for performing Welsh players.
- Lead on the development and management of the training and competition support budget, working with the Tennis Wales Head of Performance and Finance Manager.
- Be an active member of a partnership management group which will include the Tennis Wales Head of Performance and Cardiff Met Head of Tennis to review and progress the partnership as a whole, and to set out any additional duties required of the role to support the performance programmes.
- Undertake formal and informal personal development as appropriate to meet the demands of the role.

Key Roles and Responsibilities

General Requirements

- To be an ambassador for the strategy of Tennis Wales both internally and externally communicating and promoting the vision and direction with passion.
- Act as a brand champion for the university by living our values and behaviours, and ensuring our work and approach is consistent with our values and best practice.
- To build, manage and maintain strong inter-departmental relationships and communication across Tennis Wales, Cardiff Met University, the LTA, and Sport Wales organisations and work in partnership with other team members.
- To manage a defined budget, ensuring cost efficiency and value for money.
- To forecast and prepare budget plans and manage the implementation of spend against agreed objectives.



Tennis | Tennis



Person Specification

PREVIOUS EXPERIENCE

Essential: Proven experience and success in developing junior and adult players at relevant ages and stages.

Essential: Nurturing the development of high potential junior and adult players through the international and pro transition stages, enabling them to thrive in the adult game.

Essential: Working with IT and video-based systems to provide technical and tactical feedback to players about their performance – training and competition.

Essential: Designing of individual development plans for players with evidenced successful outcomes.

Essential: Working effectively and collaboratively with a range of internal and external stakeholders.

Essential: Using effective communication skills to build and manage relationships of trust and influence with aspiring players, personal coaches, and families.

Essential: Systematic assessment of players' future potential and implementation of evidence-based selection processes.

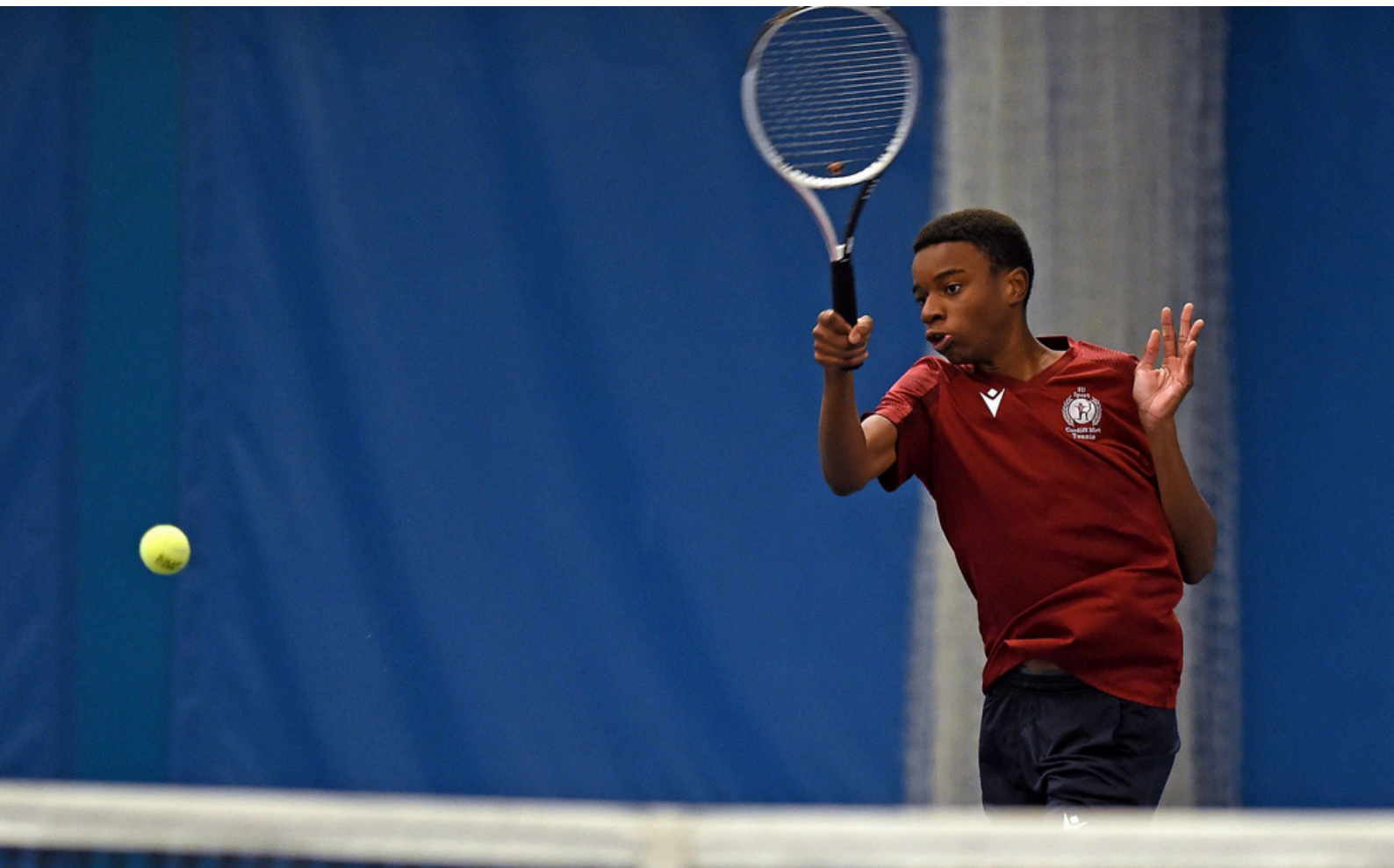
Desirable: Experience of developing a coaching team and an ability to engage with student learning experiences.

Essential: Demonstrating exceptional personal communications skills with proven ability to build and maintain positive relationships and influence.

Essential: Delivering training programmes and leading on trips to tournaments for high performing groups for players.

Essential: Experience of leading a performance programme and working as part of an interdisciplinary team.

Desirable: Playing standard to be able to challenge international junior players.



Person Specification

KNOWLEDGE, TRAINING AND QUALIFICATIONS

Essential: Knowledge of and track record of developing high potential tennis players both male and female to the standards required to be internationally relevant in the future.

Essential: A clear understanding of BUCS competition structure and season demands.

Essential: IT literate with excellent written, verbal, communication, and influencing skills.

Desirable: Ordinary/Honours Degree, or equivalent, including being professionally qualified in relevant discipline.

Essential: LTA Level 4 SPC accredited + or higher qualification.

Essential: Excellent working knowledge and understanding of the technical, tactical, physical, psychological demands and developments with regards to 14+ years players.

Essential: Full UK driving license and car.

Essential: Up-to-date LTA coach licence including a satisfactory DBS disclosure.

Essential: An understanding of the requirements of running a performance programme for developing tennis players.

Desirable: A track record of engaging with continuous professional development in a range of sporting and professional context.



How to apply?

Please attach a copy of your CV and a covering letter to the **application platform** explaining how you meet the criteria for selection and why you wish to join Tennis Wales.

Tennis Wales is an equal opportunity employer and is committed to delivering its Equality Policies. We positively encourage and welcome applications from people of all communities. We ask that you complete our online Diversity Monitoring Form.

The deadline for applications is **8th July 2024**.

Interview dates for shortlisted candidates at Cardiff Met University w/c 29th July 2024.

Please note that the successful applicant will be required to complete a Criminal Record Disclosure Form. All applicants should have the right to work in the UK.

