



TABLE TENNIS ENGLAND RECRUITMENT PACK

Community Ping Coach

Great Northern Warehouse

Ping Hub



PING HUB

THE ROLE

Title: Community Ping Coach

Department: Table Tennis Development

Contract type: Part time, various hours available

Remuneration: up to £25k pa, pro rata

Location: Manchester

Term: 20 Jan to 29 Feb 2024

ROLE PURPOSE:

Operating within the Table Tennis Development team and reporting to the Area Manager, the Community Ping Coach will be responsible for leading and delivering exciting and engaging table tennis activity across the Ping sites and programmes listed above. You will plan and deliver engaging sessions for people of different ages, abilities and from different backgrounds. Alongside this you will be responsible for ensuring all monitoring and reporting for your Ping activity is completed.

THE OPPORTUNITY:

'Meet people where they are at'

'Be seen to be believed'

Two of the key principles of Table Tennis United and designed to ensure greater visibility of the organisation locally through the establishment of a 'go to' network of Area Managers.

As the Community Ping Coach, you are a key part of making local activity happen, supporting the Ping programme to bring new people to the sport and providing an engaging atmosphere that people will want to return to. All activity delivered will help Table Tennis England deliver 'Participation with a Purpose' and take the sport to different demographics at a local level.





KEY DELIVERABLES

RESPONSIBILITIES:

You will be responsible for driving the achievement of these key objectives:

- Plan, lead and deliver exciting and engaging sessions for people of different ages and demographics at the Ping location, including leading any sessional coaches supporting you.
- Deliver Table Tennis England programmes and initiatives as part of a Ping activity, working with the Area Manager to ensure we retain participants through high-quality and engaging activity.
- Support the delivery of and administration of social competition including social leagues, competitions and festivals as part of the Ping initiative.
- Engage with wider partners and assist with the promotion of bookings and take up of activities.
- Create links with local clubs, leagues and partners promoting “play on” and training opportunities.
- Process regular monitoring & evaluation details of sessions.
- Be the point of contact for all activities and ensure they were delivered in a safe and friendly environment, including responsibility for ensuring all activity is risk assessed.
- Be responsible for the provision and safe storage of equipment and tidiness of the Ping location.
- Liaise with security/facility managers for all public order or safety issues.

PERSON SPECIFICATION

SKILLS:

ESSENTIAL OR DESIRABLE

Highly skilled at delivering and coaching the fundamentals of table tennis to a range of people, from beginners to intermediate players

E

Ability to manage a varied work programme, work to set priorities and achieve against targets and deadlines.

E

Strong organisational skills with an ability to adapt to different scenarios.

E

KNOWLEDGE:

Good understanding of table tennis and how it can be used to grow participation in sport and physical activity.

E

Good working knowledge of information technology & Microsoft Office.

E

Knowledge of Table Tennis England programmes and how to implement them.

E

Knowledge of table tennis clubs, counties and/or league structure.

D

EXPERIENCE:

Experience of leading and delivering table tennis activity in a community setting.

E

Experience of coaching children and young people.

E

Experience of coaching people from different religious and/or ethnic minority backgrounds.

D

Experience of working with with older people.

D

Experience of working with partners to make engaging activity happen.

D

PERSON SPECIFICATION

APPROACH:

Willingness to work a flexible working week including unsocial hours (evenings, weekends and school holidays).	E
Have a positive attitude to equal opportunities and commitment to encouraging participation programmes designed to engage disability and diversity sectors.	E
Effective communication skills (written and verbal including presentation and diplomacy skills).	E
Evidence of ability to work successfully in a team.	E
A 'self starter' able to work without close supervision showing initiative.	E

QUALIFICATIONS:

Hold a minimum of Level 2 Table Tennis England Coaching Award and TTE Coach Licence.	E
GCSE (Grade A – C) in English Language and Maths or equivalent.	E
Possess a valid driving licence and have full use of a suitable vehicle.	E
A desire to continue personal development and undertake new qualifications and learning	E
Proof of right to work in the United Kingdom	E



HOW TO APPLY

YOUR APPLICATION AND THE RECRUITMENT PROCESS

If this exciting position appeals to you, you should submit:

1. An up-to-date CV which shows your full career history – we recommend that this is no longer than two pages, however, please ensure you represent your skills, experiences, and achievements;
2. A covering letter of no more than two pages of A4 demonstrating how you will bring your experience, skills, and knowledge to be successful in the role.

Please send your CV and covering letter to hr@tabletennisengland.co.uk

CLOSING DATE :

12pm, Wednesday 10th January 2024.

Table Tennis England is committed to becoming a more diverse and inclusive organisation to bring new and different perspectives to our work. So that we can more closely reflect UK society, we particularly encourage applications from individuals within groups which are currently underrepresented within our organisation.

Table Tennis is committed to the full inclusion of all qualified individuals. As part of this commitment, Table Tennis England will ensure that persons with disabilities are provided reasonable accommodations. If reasonable accommodation is needed to participate in the job application or interview process, please contact Emma Sutherland, Head of People on 01908 208882 or emma.sutherland@tabletennisengland.co.uk



Table Tennis England



tabletennisengland.co.uk

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