

The Sports and Coaching Camp Business Guide

Staff job description

Add your details and work through this sheet with your team.

Camp / programme

Prepared by

Date

Job title

Title

Camp and audience

Program, ages or adult group, sport

Location and dates

Details

Hours

Activity, setup, closing, training, meetings, and other required work

Pay and employment terms

Lawfully stated range or rate and reviewed terms

Reports to

Role

Main duties

Teaching, supervision, handovers, records, care, cleaning, or other role-specific work

Required qualifications

Exact accepted credentials and expiry rules

Required screening

Lawful checks, references, and approval process

Physical and practical tasks

Actual essential duties; adjustment request route

Conduct

Safeguarding, respectful teaching, privacy, reporting, no retaliation

What this role may not do

Activities or decisions outside its authority

How to apply

Process, deadline, accessible alternative

Start condition

No unsupervised work before required approval and training

Selection owner

Name