

# WORKING WITH US FREELANCE ROLES



In relation to the 'Grow our community' outcome in our 'Move with Purpose' strategy we have developed new course material and content for our 1st4Sport Level 2 Award in Coaching Parkour and Freerunning and anticipate development of new materials for the Level 1 award by early 2023. These courses form the key offering for our coaching pathway.

With the development these courses, we would like to create a team of assessors who's main role is to assess the L1 and L2 candidates on their final day – providing a perspective independent to the tutors responsible for delivery. This is a key new role within Parkour UK – carrying responsibility for fairness and consistency across our qualifications.

Initially the assessors will be trained to assess the new L2 assessment – including assessing the final part of the ongoing Level 2 trial and further courses going forward into 2023.

The initial training phase for assessors will involve 2 online sessions, one day's training and a 'live' training day at the Level 2 trial assessment. There will be 2 roles available.

You must be available for the following dates for initial training:

- Weds 6th & Thurs 7th July 2-3 hours online training. (times flexible)
- Weds 13th July – London – Approx 10am-4pm
- Saturday 23rd July – London – Approx 9am-5pm

## PARKOUR UK & HOLACRACY

Parkour UK will adopt some of the principles of Holacracy, as we believe this reflects the culture of the community in which we work and represent. These principles include embracing autonomy and creative problem-solving capacities and working in agile, self-organising networks.

As a freelance member of staff your connections and touchpoints will be directly with those in the team who are co-ordinating and organising courses.

- We will encourage opportunity for you to feed into the workforce and wqualifications development where relevant
- You will be supported through your training journey by the existing Parkour UK Tutors and externally by national coaching organisations
- Your main contact points in the Parkour UK Staff Team will be the Workforce Lead & Support.



## Job Description - 2 roles available

# Level 1 & 2 Assessor

Hours, Salary & Contract	Location	When you apply
<ul style="list-style-type: none"><li>• Freelance contract – as a when needed.</li><li>• £100 per day during training period</li><li>• £200 per day when trained</li></ul>	<ul style="list-style-type: none"><li>• Travel around UK to various courses</li><li>• Travel/accommodation expenses covered</li></ul>	<ul style="list-style-type: none"><li>• Please include "Assessor Freelance" in your subject line</li></ul>



### Roles as an Assessor:

- Advocate for the learner
- Ensure that all learners feel welcome, respected, and that their physical and psychological wellbeing is equal and safe in all learning and development environments.
- Support and advise learners to enable them to maintain engagement and motivation.
- Work with the Parkour UK Team to Support learners to identify any barriers they may have and come up with solutions which provide fair and equal opportunities for everyone.
- Support learners to overcome barriers and adapt assessment to meet their needs.
- Implement and understand the dispensations and learning styles available to learners.
- Carry out formative and summative assessment according to the qualification or programme being assessed, measuring candidates performance fairly against a set criteria.
- Monitor learner progress and provide ongoing feedback throughout the assessment.
- Deliver feedback in regards to candidates progress and assessment results.
- Ensure accurate completion of documentation.
- Feedback on the delivery of assessments to Parkour UK when appropriate to ensure content is fit for purpose (highlighting content that is well received or a challenge for learners to understand).
- Where appropriate, advocate for the L1 & L2 courses and direct interest and enquiries to Parkour UK.

#### Qualifications:

##### ESSENTIAL:

- Level 1 Qualification in Coaching Parkour/Freerunning or equivalent

##### DESIRABLE (training & support available to achieve the below)

- A Level 2 Qualification in Coaching Parkour/Freerunning or equivalent
- Existing Tutor or Assessor qualifications
- Up to Date DBS/PVG checks or equivalent

## Job Description

# Level 1 & 2 Assessor

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## Skills, Knowledge and Experience

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### **Coach Development and Assessment:**

Demonstrable experience of developing coaches.

Experience of peer feedback environments, as a participant and as a leader.

Experience of using qualification or grading systems to assess competence.

Strong communication skills and an ability to lead group and individual peer feedback sessions.

### **Assessing Learners**

Know how to create a supportive assessment environment for the learner.

Know to observe the learner in an unobtrusive manner to ensure a safe and supportive learning and development environment.

Know how to record information during the assessment process e.g. written, recorded etc.

Know the adaptations that learners may use to complete assessments.

Use effective listening, assertiveness and questioning to support learners to engage with the assessment processes.

Be able to make assessment decisions in a timely manner for individuals and groups within their environment.

### **Feedback**

Know how to give development feedback to the learners on their assessment undertaken.

Know when to provide an outcome on the assessment to the learner in a timely manner.

Strong ability to communicate clear, direct, constructive feedback to candidates in an appropriate manner

Confidence in delivering challenging feedback in regards to assessment results, particularly when the result is not positive.

Support the learner in developing their action plan for future assessments.

### **Industry legislation and guidance**

What legislation and organisational policies and procedures are relevant for assessors– particularly in regards to risk management and safeguarding.

Adhere to relevant industry legislation and organisational policies and procedures in line with organisational guidelines and best professional practice.

### **Professional practice**

Recognise good practice for assessors in the industry through professional ethics, values and appropriate legislation such as data protection and confidentiality in order to support the health, safety and welfare of learners and others.

Demonstrate lawfulness, tact and discretion when handling learner data.

Develop your own skills and behaviours through a range of mechanisms and regular CPD.

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# HOW TO APPLY



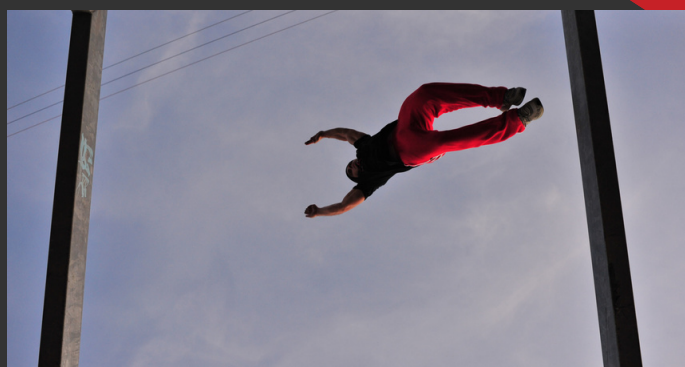
## TO APPLY

Please submit the following to [vacancies@parkour.uk](mailto:vacancies@parkour.uk) by 1700 on the 12th June 2022:

1. An up-to-date curriculum vitae (maximum 2 sides of A4), which provides a summary of key achievements and responsibilities
2. A covering letter (maximum 2 sides of A4), which addresses the skills, knowledge and experience required for the role. Please use the headings used in the job description and be clear to reference how you understand and / or when you have demonstrated.
3. Contact details including an email address and suitable daytime and evening contact numbers.
4. Completed diversity data monitoring form.

## FREELANCE ROLE

Please note this is a freelance role - you will be responsible for your own tax and invoicing obligations and be a sub-contractor to Parkour UK.



## CELEBRATING DIVERSITY

Parkour UK actively promotes diversity in employment and sport and welcomes applications from all parts of society.

## SUPPORTING THE APPLICATION PROCESS

If you have any questions about the recruitment, please contact [chris.grant@parkour.uk](mailto:chris.grant@parkour.uk) and we will respond within 2 working days.

## REVIEWING APPLICATIONS

We will undertake a pre-screening exercise to remove any personal information that is not relevant to the shortlisting process.

A panel will review and thoroughly consider all the applications we receive. We will shortlist based on the examples given / evidence presented for the skills, knowledge and experience required.

Interviews will take place online w/b 20th June. There is no face to face/in-person element to this recruitment process.