

Cardiff University Women's Rugby – BUCS Super Rugby Women's First XV Head Coach

Responsible to: Cardiff University Rugby Steering Group

Salary: £12,000

Cardiff University Women's Rugby Club are offering an exciting opportunity for a coach who is passionate about rugby and is seeking to continue our drive for excellence by leading the first team in their BUCS Super Rugby Women's (BSR Women's) campaign for 2026-27 and beyond.

FUNCTIONS AND RESPONSIBILITIES

Working with the Cardiff University Rugby Steering Group, the role will be responsible for the delivery of the Cardiff University Women's Performance Rugby Programme / 1st XV, leading the coaching and overall delivery of the programme. The role has broader responsibilities including ensuring all relevant sections of the BSR Women's Minimum Operating Standards are achieved, supporting wider club development and to actively engage and promote player recruitment.

MAIN DUTIES

- To lead the delivery, coaching, and development of the Cardiff University Women's Performance Rugby Programme. This will include but not be limited to:
 - Attend and lead coaching at all BSR Women's fixtures, BUCS 7s, Welsh Varsity, and first XV friendlies.
 - Plan and lead a comprehensive annual pre-season programme.
 - Plan and lead two weekly on-field first XV training sessions.
 - Work with the Strength and Conditioning coaches to be aware of and understand the content and demands of the two weekly sessions.
 - Work with the first XV team captain on team selection in a timely manner each week.
 - Lead all team meetings.
 - Work with the performance analyst to ensure video feedback is provided in a timely and targeted / themed manner.
 - Work with all medical staff on player availability and return to play timelines / protocols.
- To ensure all relevant sections of the BSR Women's Minimum Operating Standards are achieved.
- To assist with the appointment and coordination of the coaches and coaching provision throughout the Club.
- To support the Club Senior Management Committee in facilitating potential partnerships with external clubs or bodies.
- To liaise with the WRU as necessary regarding rugby provision at Cardiff University and attend appropriate meetings on behalf of the Club / University where relevant.
- To ensure that guidelines and regulations are adhered to in relation to Cardiff University Students' Union, Cardiff University and all other relevant bodies.
- Working with relevant staff, lead on the recruitment of talented players to the University Women's performance rugby programme.
- Establish strong links with a variety of local stakeholders. Including WRU, WRU Player Development Centres, and School/College programmes.
- To work with all relevant staff to support the recruitment of talented female Rugby players to Cardiff University including the attendance at University Open days and relevant recruitment events.
- To recommend spend, and understand the budgeting process, for all relevant Rugby related activities.
- You may be asked to perform other duties occasionally which are not included above but which will be consistent with the role.
- Depending on fixture location, there will be a minimum requirement to work 12 hours per week.

PERSON SPECIFICATION

ESSENTIAL CRITERIA

1. WRU Level 3 Rugby coaching award.
2. Detailed knowledge and understanding of the structures and operations of Welsh Rugby from University to club to national level.
3. A detailed knowledge and understanding of the structures and operations of BUCS and BSR Women's League programmes.
4. A proven track record of successfully supporting the performance OR development of players for professional and/or performance Rugby and a detailed knowledge and understanding of how to best to support the development process of ambitious young players.
5. Understanding and awareness of the issues facing high performance coaching and the practical, educational, vocational and social needs of elite young female players.
6. Experience of coaching in a performance environment and managing (and developing) a coaching team.
7. Demonstrable knowledge of contemporary Rugby coaching, including a detailed technical and tactical knowledge of rugby union, and the ability to lead by example and create engaging, inspiring, and challenging high performing learning environments.
8. Proficient in using common office IT packages (e.g. MS Office, PowerPoint), email and Performance Analysis software (ideally Hudl, and SportsCode).
9. Ability to communicate specialist and complex information effectively and professionally to a range of customers with varying levels of understanding, demonstrating strong interpersonal skills.
10. Evidence of ability to set clear goals, targets, measures and implement action plans.
11. A valid, full, Group B driving licence.
12. Willingness to work outside normal office hours including evenings and at weekends.

DESIRABLE CRITERIA

1. WRU Level 4 Rugby coaching award (or equivalent)
2. Experience of leading or managing a Rugby programme
3. Experience in coaching Women's Rugby
4. Knowledge of Pathway, Domestic, and international women's rugby
5. Experience of University Rugby and knowledge of BUCS.
6. Experience of managing staff and recruiting players to a team or organisation
7. Educated to degree level
8. Fluency in Welsh, written and oral or willingness to learn.

CV's and a cover letter, outlining your suitability to the role, to be submitted to Paul Jones (Head of Student Activities at Cardiff University Students' Union) via email JonesPD4@Cardiff.ac.uk by 09:00 on Tuesday 26th May.

Interviews for the role will be during the week commencing Monday 15th June.

If you have any queries regarding this role, please contact Paul Jones on JonesPD4@Cardiff.ac.uk or 02920781432.