

## Job Outline

### Head of Hockey – Hillcrest Hockey Club

**JOB TITLE:** Head of Hockey

**RESPONSIBLE TO:** Chief Excellence and Innovation Officer (CXIO), Hillcrest Leadership Team (where applicable)

**LOCATION:** Hillcrest International School, Nairobi

**CONTRACT TYPE:** Full-Time (including evenings, weekends and holiday periods as needed)

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#### **MAIN OBJECTIVE:**

To lead the development and growth of the Hillcrest Hockey Club (HHC) into a high-performance, inclusive and community-focused hockey hub, making full use of the school's new artificial pitch to offer year-round training, competition, and development opportunities for students and the wider community.

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#### **VISION:**

For Hillcrest Hockey Club to become the leading school-based hockey development program in East Africa, renowned for excellence in coaching, player development, community engagement, and competitive success.

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#### **KEY RESPONSIBILITIES:**

##### **1. Club Development & Management**

- Establish and manage the Hillcrest Hockey Club (HHC) as a structured, year-round hockey program utilising the new artificial pitch beyond school hours.
- Design and implement hockey programs for different age groups and skill levels, including grassroots, development, elite, and adult/social teams.
- Develop and manage a calendar of training sessions, fixtures, tournaments, and holiday camps.

##### **2. Player Development & Talent Pathways**

- Create clear, structured development pathways for Braeburn/Hillcrest students showing talent in hockey.
- Identify and support talented players from outside the Braeburn Group, offering sponsored opportunities to join the HHC.
- Monitor and track individual player progress and provide regular feedback to players and parents.

### **3. Coaching & Staff Development**

- Lead the recruitment, mentoring, and professional development of all HHC coaching staff.
- Provide ongoing training and support to school PE and Games staff to align with the club's coaching philosophy.
- Organise and lead regular CPD workshops for coaches across the Braeburn Group to raise the standard of hockey coaching.

### **4. Competitions & Events**

- Plan and coordinate participation in local, regional, and international tournaments to raise the standard of competition and exposure for HHC players.
- Host interschool and interclub fixtures at Hillcrest, including invitational tournaments and holiday festivals.
- Liaise with local hockey associations to align with national programs and talent identification schemes.

### **5. Community Engagement & Inclusion**

- Drive inclusivity by actively recruiting from local communities and schools outside the Braeburn network.
- Promote accessibility to hockey through sponsored programs and partnerships with local youth organisations.
- Build strong relationships with parents, guardians, and local stakeholders to foster a supportive club environment.

### **6. Branding & Marketing**

- Promote the Hillcrest Hockey Club brand as a key part of Hillcrest's identity and marketing strategy.
- Work with the Hillcrest and Braeburn marketing teams to create media content, social media campaigns, and promotional materials.
- Represent the club at public events, open days, and school marketing initiatives.

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## **ADMINISTRATION & REPORTING**

- Manage the club's operations budget in consultation with the CXIO and finance teams.
  - Maintain accurate attendance, performance, and competition records.
  - Provide termly reports on club progress, player development, and coach performance to the CXIO.
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## **PRACTICAL EXPECTATIONS**

- Be based primarily at Hillcrest International School and available during evenings, weekends, and holidays for training and matches.
  - Regularly engage with Braeburn Group coaches to align hockey development objectives across schools.
  - Organise holiday camps and specialist clinics in collaboration with visiting coaches or international partners.
  - Ensure that all training and playing facilities are safe, well-maintained, and fit for purpose.
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## **DESIRED QUALIFICATIONS & EXPERIENCE**

- National or international coaching certification in field hockey (e.g., FIH Level 3 or equivalent).
  - Proven experience leading a successful youth or school-based hockey program.
  - Strong communication, leadership, and organisational skills.
  - Passion for developing young athletes and promoting inclusivity through sport.
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