



Pembroke College Boat Club

Assistant Coach

Detailed Job Description

Line Manager: Pembroke College Boat Club President – Daniel Foran

Head Coach: Simon Kerswell-Jensen

The assistant coaches are an integral part of PCBC culture and training. The role involves working as part of a wider coaching team led by the club President, Daniel Foran and Head Coach, Simon Kerswell-Jensen, and supported by the Men's and Women's side captains. They are a key part of training up club members of all abilities and have previously achieved unprecedented success at Torpids and Summer Eights through their coaching.

The Club

PCBC, founded in 1842, is one of the most successful college boat clubs in Oxford. We consistently outperform most other colleges on the water both in Oxford and abroad. Currently our women's first boat are the top crew in Oxford, holding headship in both the Torpids and Summer Eights leaderboards. Our Men's first boat is also one of the best in Oxford ranking 3rd place in both Torpids and Summer Eights. PCBC's excellence extends to its lower crews; our second Men's boat are the second highest M2 on the river in Torpids and third highest in summer eights and our women's second boat are the third highest W2 and managed to get blades in summer eights last year. Our M3 also secured blades in summer eights this year. Our coaching programme is thus committed to achieving excellence across the board. There is a significant emphasis on training up novices who demonstrate exceptional talent for the sport to a high level in order to support the continued success of our top division boats and secure succession planning so that our boats continue to perform after individual rowers graduate.

Our success as a club opens up opportunities outside Oxford. Our crews row in external regattas all around the UK and regularly come home with medals. Our men's and women's top crews compete every year at Henley Royal and Henley Women's regattas and this year PCBC went to compete in the Nanjing International Universities Rowing Open in China. We have a strong social media presence; most recently our summer eights 2025 headship bump has been viewed by over 230,000 people online. Our success is shared across the entire PCBC community, meaning assistant coaches can also benefit from such exciting opportunities.

Responsibilities

- Coach a minimum of 3 water sessions a week on a mixture of weekday mornings and weekends
- Conceive and implement a year-long strategy to produce a competitive crew that will perform well at Torpids and Summer Eights
- Conceive and implement detailed, thought-out training plans for water sessions

- Provide input to the head coach for crew-selection at Torpids and Summer Eights
- Attend crew warm-ups and bank-ride assigned crew during Torpids and Summer Eights (desired but not essential)
- Attend club training camp in April 2026 (desired but not essential)
- Identify and develop talent throughout the club

Hours

This is a flexible working zero hours contract, however, we are looking for individuals who are available to coach regularly throughout the year. Typically, assistant coaches will be assigned at least one core crew (usually our M2 or W2 crew) that they will take lead responsibility for, however, they will also be offered opportunities to coach other crews on an ad hoc basis, depending on personal availability.

Our 1st and 2nd boats train on the water a minimum of three times a week. Assistant coaches will be expected to make this level of commitment on a regular basis during Oxford term times. Our crews train on weekday mornings (06:30-08:00) and weekends (any time from 08:00-17:00). Specific scheduling requirements are expected and can be discussed with the President prior to appointment.

It is also desirable (though not essential) that coaches are available for enhanced hours during the two main college racing weeks: Torpids (25-28th February 2026) and Summer Eights (27-30th May 2026). If coaches are available there will be opportunities to bank-ride PCBC crews over the four days of the tournament. Whilst not guaranteed, there may also be opportunities for assistant coaches to accompany PCBC crews to external regattas and similarly coaches will be paid for all hours worked on these days.

Payment and Contracts

Payment is made by hours worked and not per session and coaches will be required to submit monthly timesheets. Rates of pay for assistant coaches start at a minimum of £16.00 per hour plus holiday pay for those with limited prior coaching experience, however, higher rates are available for those with more extensive coaching experience. Appointed individuals will be offered a 1-year contract, however, subject to satisfactory performance, extension of this contract on a yearly basis is available and expected. Coaches who stay on for longer than one year will have their hourly rate subject to annual salary increment in line with college staff.

Role benefits

As an assistant coach you will benefit from the following perks that are included with the role:

- Free attendance at the termly PCBC college dinner (a 3-course banquet in the college dining hall inclusive of alcohol and tea or coffee after dinner).
- Guaranteed annual hourly rate increment for coaches whose contracts are extended beyond the initial one-year period.
- Fully subsidised attendance on PCBC annual training camp (this year in Lake Bled Slovenia, 9-16th April 2026); PCBC will cover flights, all essential travel abroad, boat and launch hire, access to the host rowing club, accommodation and 1 meal per day for all attending coaches. Assistant coaches will also be paid a fixed fee for their time.
- Complimentary use of the PCBC boathouse gym.

Person Specification

Essential

- Previous Rowing Coaching Experience.
- Availability to coach a mixture of weekday morning and weekend sessions (approx. 3-4 sessions per week) during Oxford Term dates.
- Able to commute both to the stretch of the Isis along boathouse island (south Oxford) and to Bossom's Boatyard in Binsey (northwest Oxford).
- Access to a bicycle to enable bank-riding when coaching along the Isis towpath.
- Accomplished interpersonal skills, with the ability to communicate clearly and confidently with the President, Head Coach, Captains and members of PCBC and respond promptly to work-related communications.
- Good organisation and time management including punctuality for training sessions and alerting the president / captains to any upcoming unavailability as early as possible.
- A proactive and flexible approach to the role with a willingness to develop new skills.
- A friendly and positive attitude towards colleagues and students ensuring that training sessions are a fun and constructive activity for both coach and crew.

Desirable

- Previous experience working with university or college clubs.
- Experience of the Oxford College rowing circuit and/or of Bumps Racing.
- Able to start as soon as possible.
- Able to commit to a year-long contract starting as soon as possible.
- Previous experience with launch driving (training will be provided if no prior experience).
- Previous experience taking crews to UK-based regattas.

Application

Please email a CV (max. 2 pages) and covering letter (max. 500 words) outlining why you would be good for the role and what you can bring to the club to Dr Daniel Foran at: daniel.foran@pmb.ox.ac.uk and pcbc@pmb.ox.ac.uk. The vacancy will remain open, and interviews conducted on a rolling basis until the role is filled, so we recommend applying early.