

Graduate Sports Assistant – September 2022

We have an exciting opportunity for a dynamic graduate to be a part of developing a busy and successful PE Department, where pupils are bright, highly motivated, results are outstanding and facilities are excellent. We are seeking to appoint an enthusiastic and suitably qualified person to work as part of our PE department, from September 2022 to July 2023. The successful candidate will assist with the teaching of both PE and Games, working with PE staff, professional sports coaches and other staff across the curriculum, from Year 1 to Year 13. The applicant should be able to coach at a high level in at least two of our priority sports – Rugby, Football, Hockey and Cricket. This would represent an outstanding opportunity for an individual looking to gain experience before following a career in teaching or sports coaching. They will have the passion and expertise to ensure all pupils make excellent progress across a wide range of physical activities, encouraging all to understand and adopt healthy lifestyles, whilst striving for the best individual and team performances possible.

The post is full time during term time, with the need to support evening and weekend fixtures. Accommodation may be available.

The Physical Education Department

The Physical Education Department is housed principally within the fantastic Medburn Sports Centre.

Our outstanding sports facilities, all on the school site, place us amongst the very best in terms of sporting provision. These include 7 Rugby and/or Football pitches, 2 all-weather floodlit Hockey pitches which become 18 Tennis courts in the summer, 3 grass Cricket squares, 3 artificial Cricket wickets (plus grass and artificial Cricket nets), the Solai Indoor Cricket Centre (featuring in-built video analysis system), a double size Sports Hall, 25m 8-lane Indoor Swimming Pool with variable depth capability, Gymnasium, State of the art Fitness Suite, Climbing Wall, Squash Courts, Multi-Use Mezzanine area, 400-metre grass running track with synthetic sprint track and jump/throw areas, Shooting Range, Conference Room, School Shop and Café.



Departmental Staff

The department is friendly and informal, with high standards and a general readiness for open discussion and innovation. It is always keen to respond to individual interests and enthusiasms.



The Games department comprises of nearly 50 teachers who coach/supervise a range of sporting activities throughout the week. Many of the teachers also run co-curricular sessions as well as running teams for school fixtures throughout the week and at the weekends.

The PE department will include six members of staff who deliver core PE up to GCSE and A Level. In addition to this we have a Head of Prep PE and Games, and the department is assisted by an Athletic Development Lead, Sports Centre staff and Graduate Sports Assistants. There are also a number of external coaches employed to help with various sports in each of the three terms.

Traditionally, colleagues enjoy considerable flexibility and room for initiative, with a measure of delegated responsibility. In-service training is encouraged and teachers regularly attend courses and conferences.

The Physical Education and Games Curriculum

PE lessons are taught by PE specialists with assistance provided as required. This should be seen as a separate area of the curriculum from Games.

Games is taught by both PE specialists, non-specialists (academic staff) and professional coaches in the three periods of the afternoon starting at 1.55pm.

Although some PE curricular time is devoted to 'games' (invasion, net and striking/fielding), this time should not be confused with the afternoon Games programme.

The Year 7 programme of study is largely duplicated in Year 8 and is taught in mixed ability form groups. This repetition and reinforcement of work allows pupils to participate with greater confidence and offers the satisfaction of improved performance in the second year of study. Similarly, the Year 9 and Year 10 programmes offer the same opportunities for reinforcement. PE is set according to ability in Years 9 and 10.

The programme offers the opportunity to extend the knowledge and skill accrued in the previous years and prepares these students for the diversity of programme available in Senior Games on Wednesday afternoons. PE is not taught as a core subject after Year 10.

Principal Duties

To be read in conjunction with the terms of employment.

The Graduate Sports Assistant will assist with the delivery of the PE and Games curriculum in the Prep and Senior Schools. They will be line managed by the Director of Sport. They will also work closely with the Head of Senior PE and the Head of Prep PE and Games in order to develop a co-ordinated approach towards sports and fitness across the whole school. The post holder is expected to make a significant contribution towards the games and co-curricular programmes, and should be prepared to work across the full age range of 4 to 18 years of age.

The responsibilities of the post are not restricted to, but are likely to include:-

- Supporting the departmental vision and strategy for the development of sporting excellence in the Pre-Prep and Prep Schools and the development of the participation rates for all pupils as part of our ongoing focus on exercise and health leading to lifelong engagement in physical activity.
- Promoting and safeguarding the welfare of children and young persons for whom I am responsible and with whom I come into contact
- Planning and coaching games sessions, and team teaching or providing cover for PE lessons throughout the year for pupils of all ages and abilities, including some sessions with boys in the Prep and Pre-Prep Schools.
- Consideration of the needs of individual pupils to ensure that all pupils are working and developing at an appropriate pace.
- Assist in developing individual sporting needs, as well as team strategies.

- Selecting and managing teams throughout the week and on a Saturday.
- To referee/umpire fixtures.
- Working with the Director of Sport and Heads of Sport to ensure all pupils are suitably challenged.
- Promoting professional standards of punctuality, discipline and sportsmanship with the pupils.
- Attendance at departmental meetings and INSET meetings
- To be responsible for looking after the kit and equipment and to assist with the set up/breakdown as required for sports sessions.
- To assist with departmental administrative tasks as required.
- Working with the Director of Sport to ensure the best use of the facilities and equipment for provision of PE, Games and the co-curricular programmes.
- Helping to ensure that all aspects of Departmental Health and Safety requirements relating to Pre-Prep and Prep PE and Games are in place and adhered to: including the reporting and monitoring of accidents, risk assessments, inspection of equipment and ensuring that First Aid and medical requirements are being made.
- Attending Departmental meetings and other school meetings as required.
- Any other reasonable and related activities at the discretion of the Director of Sport at all times making a positive contribution to the wider life and ethos of the Schools.