

Personal Development and Sports Coach Job Description

Hours / Week: Up to 32.5 Hours / week term time

Responsible to: Senior Leadership Team

Job Purpose To promote pupils' physical, social, and emotional development through high-quality sports coaching and personal development activities. The role supports the school's vision for healthy lifestyles, teamwork, resilience, and well-being.

Key Areas of Responsibility

Sports Coaching & Physical Development

- Plan, deliver, and evaluate engaging PE lessons and extra-curricular sports clubs for all primary age groups.
- Organize and lead school sports events, competitions, and inter-school tournaments.
- Ensure activities are inclusive, safe, and aligned with the national curriculum for PE.
- Monitor and assess pupils' progress in physical skills and fitness.

Personal Development

- Support pupils' social and emotional well-being through structured activities that build confidence, teamwork, and resilience.
- Deliver sessions on healthy lifestyles, nutrition, and personal safety.
- Act as a positive role model, promoting respect, fairness, and perseverance.

Safeguarding & Health

- Maintain a safe environment, adhering to safeguarding and child protection policies.
- Conduct risk assessments for activities and ensure compliance with health and safety regulations.

Collaboration & Communication

- Work closely with teachers to integrate PE and personal development into the wider curriculum.
- Liaise with parents and carers regarding pupils' progress and participation.
- Contribute to whole-school initiatives promoting physical activity and well-being.

Knowledge, Experience and Training

The successful candidate will have:

- Level 2 or 3 qualification in Sports Coaching or equivalent.
- Experience working with primary-aged children in a school or sports setting.
- Strong communication and interpersonal skills.



- Knowledge of safeguarding and child protection procedures.

Desirable:

- First Aid qualification.
- Experience organizing school sports events.
- Ability to deliver sessions on personal development topics (e.g., resilience, healthy living).

Whilst every effort has been made to explain the accountabilities and responsibilities for this post, each individual task may not be identified.

This job description is current, but following consultation with you, may be changed by the Headteacher to reflect or anticipate changes in the post which are commensurate with the salary and job title.