

Job Description – Rowing Course Assistant

Job Description The Charity is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.	
The School	<p>Bedford Modern School (BMS) is an Independent Co-educational Day School, governed by the Harpur Trust. We have the privilege of educating close to 1300 students ranging in age from 7 to 18 and we enjoy a reputation both locally and regionally for excellence in Sport, Performance Arts and Music.</p> <p>Combining a 250-year old tradition with a modern outlook BMS is an unpretentious, tolerant school where all students can flourish as individuals. Our community is a friendly, happy and supportive one and all of the 350 staff members, spanning both teaching and non-teaching roles, help to make BMS a very special place to work. We particularly welcome applications from people who are keen to contribute to this strong and vibrant community.</p> <p>Situated on the outskirts of Bedford on a site with commanding views of the Bedfordshire countryside, BMS is also well served by major road links and St Pancras International is less than an hour away by train.</p> <p>Please visit our website: www.bedmod.co.uk for further information on the School.</p> <p>Job Title: Rowing Course Assistant</p> <p>Location: Boat House, Embankment, Bedford</p> <p>Reporting Line: Rowing Course Leader</p> <p>Job Purpose: Assist the Rowing Course leader with the day to day running of the courses.</p> <p>Hours: On an as advised basis, dependant on the demand of the courses.</p>
Summary of the role:	
Main duties and responsibilities	<ul style="list-style-type: none"> • Assist the Rowing Course Leaders with the day to day running of the courses. • To deliver high quality rowing coaching to Years 7 – 9 students • Encourage full participation and engagement. • Promote a fun and safe environment.

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	<ul style="list-style-type: none">• Any other duties as directed by the Rowing Course Leaders. <p><i>You may also be required to undertake such other comparable duties as the School requires from time to time.</i></p>
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This job description does not form part of the contract of employment and may be varied in accordance with the demands of the appointment.

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Person Specification			
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	Essential These are qualities without which the Applicant could not be appointed	Desirable These are extra qualities which can be used to choose between applicants who meet all of the essential criteria	Method of assessment
Qualifications	Qualified to GCSE level or equivalent.		Certificate
Experience:		<p>Experience working in an educational environment.</p> <p>Experience working in a similar role.</p> <p>Experience of working with children or young people.</p>	<p>Application form</p> <p>Interview</p>
Skills & Knowledge:	<p>Excellent oral communication skills, especially in relation to young people.</p> <p>Ability to supervise and manage groups of young people with confidence.</p>	<p>Knowledge of safeguarding in an educational environment.</p>	<p>Application form</p> <p>Interview</p> <p>References</p>
Personal competencies and qualities	<p>Demonstrates a flexible, positive, and helpful approach.</p> <p>Able to work effectively in a team and as an individual.</p> <p>The ability to work under pressure and prioritise work in a busy environment.</p> <p>Positive, enthusiastic, energetic, flexible with a 'can do' attitude.</p> <p>Ability to adapt to changing situations.</p> <p>Competent cyclist</p>		<p>Reference</p> <p>Interview</p>