



JOB DESCRIPTION

Job Title: **Sports Coach**

Location:

Cedar Road Primary School

Job Purpose:

Sport is at the heart of the David Ross Education Trust (DRET), a multi-academy Trust with a geographical focus on Northamptonshire, N.E. Lincs /Lincolnshire and Yorkshire/Humber regions. The network is a mix of primary, secondary and special academies which is expanding all the time.

You will promote, co-ordinate and deliver sessions and initiatives across Early Years, key stages 1 and 2 as part of our sporting provision, and lead on extended schools sports clubs and sports enrichment opportunities. Sport is an area of strength at Cedar Road Primary School Primary Academy, and we are looking to enhance this provision even further. You will have experience and interest in a wide range of sports, as well as significant coaching experience and qualifications. You will coordinate our programme of after-school clubs and sports events to ensure high levels of pupil participation and success.

Candidates must have a passion for sport and be experienced in the education, sport development, teaching and/or coaching sector. Individuals will need to be energetic and inspiring, as well as organised and driven with a passion to help pupils succeed.

Background:

The David Ross Education Trust (DRET) is a network of academies with a geographical focus on Northamptonshire, Leicestershire, Lincolnshire, Yorkshire/Humberside and London.

Our aim is to be the country's leading academy chain, committed to delivering the highest educational standards alongside an unrivalled package of sporting and cultural enrichment.

Reporting To:

Vice Principal

Grade:

NJC05- NJC08

KEY RESPONSIBILITIES AND ACCOUNTABILITIES

MAIN AREAS OF RESPONSIBILITY AND ACCOUNTABILITY

- ★ Plan clubs and session content to meet pupil and school requirements
- ★ Deliver a variety of sports sessions to challenge and develop a class of pupils in a range of sports and activities, in line with academy expectations
- ★ Plan clubs/activities/tutorials to meet students' individual learning needs
- ★ Ensure **Cedar Road Primary School** teams are prepared for, and attend, a wide variety of local competitions and arrange additional fixtures where possible
- ★ Use a range of appropriate strategies and follow Academy policies for teaching/tutoring, behaviour management and classroom management
- ★ Run before and after school sports clubs in a range of sports and introduce a selection of new opportunities
- ★ Support talented students to apply for the DRET Odey Scholarship and develop their talent outside of school
- ★ Engage other staff in running teams, fixtures and clubs after school
- ★ Coordinate whole school enrichment programme including house competitions, clubs, fixtures and other opportunities which may arise. This includes the completion of our enrichment tracker.
- ★ Do all that you can to ensure that you safeguard and promote the welfare of students in the Academy
- ★ Manage PE and Sport resources within the academy and access funding opportunities where possible
- ★ Coordinate and supervise calendar of sporting events throughout the academic year
- ★ Coordinate after school clubs and access any funding for these where possible
- ★ Promote positive play through structured games at lunchtimes, ensuring all pupils can access different sports / equipment
- ★ Develop and support teachers with the PE curriculum from Year R to 6. Working alongside teachers to develop their confidence and knowledge where needed
- ★ Promote our academy values through PE and school sport
- ★ Create local contacts and ensure a knowledge of sports opportunities locally
- ★ Ensure the school access any opportunities provided by the DRET
- ★ Act as liaison with the local DRET secondary academy for use of young leaders, equipment and facilities
- ★ Maintain and scrutinise records of primary sports premium spend
- ★ Support the introduction of the DRET Horizon programme in clubs & PE alongside DRET
- ★ Support the introduction of schemes to highlight the importance of a healthy lifestyle
- ★ Utilise social media to promote activities and good practice taking place at **Cedar Road Primary School**
- ★ Work alongside the DRET Sports Enrichment team and assist where required.

- ★ Support termly written reporting of progress and outcomes to Head Teacher

KNOWLEDGE/SKILLS/EXPERTISE

Essential

- ★ Proven coaching/teaching ability with primary aged children
- ★ Knowledge of fundamental movement patterns in early years children, and activities which could develop these movements
- ★ Knowledge of assessment to demonstrate improvement over time
- ★ Experience of working with children/young people in an academic or competitive sporting environment
- ★ Understanding of adapted games for primary aged pupils and the development needs of pupils aged 4 – 11
- ★ Excellent role model who actively promotes the skills, attributes and behaviours important for Sport and Wellbeing
- ★ Ability to present to pupils and staff in assemblies
- ★ Experience of organising and delivering competitions or events in a variety of sports
- ★ Ability to develop and maintain a warm, respectful and valued rapport with young people
- ★ Ability to motivate pupils to try different sports
- ★ Knowledge of primary school sport structures and formats both locally and nationally
- ★ Experience of coaching groups and running CPD courses
- ★ Excellent communication skills (verbal and written)
- ★ Committed to working as part of a team
- ★ Experience of supporting other staff
- ★ Highly organised
- ★ High levels of planning and organisation skills and ability to manage different priorities
- ★ High personal and professional standards, including recognition of the confidentiality issues impacting upon work in a school (e.g. access to sensitive pupil medical or family information)
- ★ Awareness of safeguarding legislation and issues and full commitment to safeguarding practice
- ★ Willingness to travel between academies and a flexible approach to duties undertaken and extra-curricular involvement
- ★ Enthusiastic and energetic approach, with a can-do attitude
- ★ Flexible approach to duties undertaken, tasks undertaken and working hours
- ★ Ability to organise and lead groups of students / staff
- ★ Ability to confidently and clearly present to large groups of students and / or staff

Desirable

- ★ Experience of completing funding applications.
- ★ Knowledge and experience of using social media.
- ★ Links to local clubs and organisations which could benefit the **Cedar Road Primary School** pupils

ACADEMY LEVEL

Qualifications and Professional Development

Essential

- ★ Level 2 coaching qualification in at least one sport, and level 1 in a selection of others
- ★ Holder of a current First Aid qualification, or willingness to undertake training

Desirable

- ★ QTS
- ★ Experience of working in a primary school setting
- ★ Full driving licence, willing to complete **MIDAS minibus training**
- ★ Degree relevant to the post

PERSON SPECIFICATION

Your application will be reviewed against the essential and desirable criteria listed below.

Applicants are strongly advised to explicitly state and evidence how they meet each of the essential (and desirable) criteria in their application. Stages of assessment are as follows:

- 1 – Application
- 2 – Test/Presentation
- 3 – Interview

	Essential	Desirable	Assessed
Qualifications and Professional Development			
★ Evidence of a graduate with a good level degree or relevant qualification combined with a sporting background and experience in the sport development or education sector		X	1/3
★ Holder of a range of relevant coaching qualifications and experience in delivering sport / lessons / activities to groups of primary aged pupils.	X		1/3
★ Full driving licence		X	1
★ Child protection and first aid training in sport, or willingness to undertake training.	X		1
★ Teaching or tutor training in a specific sport or PE	X		1
Skills and Knowledge			
★ Experience of delivering classes, sessions or events to groups of primary age pupils.	X		1/2/3
★ Knowledge of adapted sports formats for primary aged pupils and experience of delivering multi skills activities.	X		1/2/3
★ Experience of planning, organising and running events, competitions and programmes.	X		1/3
★ Ability to use own initiative and willingness to go the extra mile for our schools and pupils	X		1/3

★ Positive role model, demonstrating self-motivation and mature interpersonal skills.	X		1/3
★ Ability to develop and maintain a warm, respectful and valued rapport with young people, staff and local partners.	X		1/2/3
★ Effective communication skills (verbal and written) including presentations.	X		1/2/3
★ High personal and professional standards, including recognition of the confidentiality issues impacting upon work in a school (e.g. access to sensitive pupil medical or family information).	X		3
★ Willingness to travel between academies and a flexible approach to duties undertaken and extracurricular involvement.	X		3
★ Ability to communicate with pupils, parents, staff and other members of the Trust	X		3
★ Enthusiastic and energetic approach, with a can-do attitude	X		3
★ Flexible approach to duties undertaken, sports taught and working hours	X		3
★ Awareness of safeguarding legislation	X		1/3
★ Knowledge of DRET Sport and the work we undertake across our academies		X	1/3
★ Voluntary work undertaken in sport within clubs, schools or organisations		X	1/3
Equal Opportunities			
★ A commitment to promoting equality and diversity, providing an inclusive and co-operative environment in which all students and individuals working for and on behalf of the organisation feel respected and able to give of their best.	X		1/3
Safeguarding			

★ Committed to promoting the welfare of all children and creating a safe environment in which children can learn; considering, at all times, what is in the best interests of the child.	X		1/3
★ Play an important part in the wider safeguarding of children – identifying concerns, sharing information and taking prompt action to safeguard and protect them.	X		1/3
★ Aware that the Trust will take all steps to prevent those who pose a risk of harm from working with children. Recruitment procedures ensure rigour in identifying and rejecting people who might abuse children.	X		1
Health and Safety			
★ Aware of Health & Safety and Safeguarding as appropriate to role	X		1/3

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.

The duties of this post may vary from time to time without changing the general character of the post or level of responsibility entailed.

The Academy will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.

This Job Description is current at the time of printing but will be reviewed on an annual basis and, following consultation with you, may be changed to reflect or anticipate changes in the job requirements which are commensurate with the job title and grade.

The David Ross Education Trust is committed to safeguarding and promoting the welfare of children and applicants must be willing to undergo vetting appropriate to the post, including a social media presence check and Enhanced DBS check. The successful applicant will be expected to adhere to all safeguarding, welfare and health and safety policies and procedures of the Trust.

All pre-employment checks are in line with "Keeping Children Safe in Education" statutory guidance

