

St Albans School Job Description

Job Title: Head of Hockey

Reports to: Director of Sport

Department: Physical Education

Date: January 2026

1. Purpose of Position

The Head of Hockey will provide strategic leadership and operational management of hockey across the School, ensuring the highest standards of coaching, performance, participation, and pupil development. The post holder will be responsible for leading the delivery of the School's hockey programme, inspiring pupils of all abilities, managing fixtures and teams, and promoting hockey as a sport that contributes to the health, wellbeing, and all-round education of pupils.

2. Key Responsibilities

2.1 Leadership of Hockey

- Lead and manage the development of hockey throughout the School, ensuring a clear vision, coherent strategy, and high standards of delivery.
- Promote participation in hockey at all levels, from recreational to elite performance, fostering a culture of inclusivity and aspiration.
- Develop and oversee a structured programme of coaching, fixtures, training, and enrichment activities across all year groups.
- Line manage and support colleagues involved in coaching hockey, including staff and external coaches, ensuring consistency and quality in provision.
- Represent hockey within departmental and whole-school planning, liaising with the Director of Sport to align the programme with the School's wider sporting objectives.

2.2 Coaching & Performance Development

- Lead by example in delivering high-quality coaching sessions, promoting technical excellence, tactical understanding, and enjoyment of the sport.
- Identify and nurture talented players, supporting their development within and beyond School, including progression to county, regional, and national pathways.
- Monitor and evaluate pupil performance, ensuring appropriate progression routes and individual support plans where needed.
- Ensure pupils are well-prepared and supported for fixtures, tournaments, and external competitions.

2.3 Organisation & Administration

- Oversee the planning and administration of all hockey fixtures, tournaments, and tours, ensuring effective communication with pupils, parents, colleagues, and opposition schools.
- Manage resources for hockey, including equipment, facilities, and budgets, ensuring their effective use and maintenance.
- Liaise with the Estates and Grounds staff to ensure pitches and facilities are prepared to the highest standard.
- Maintain accurate records relating to fixtures, results, participation rates, and pupil achievements.

2.4 Health, Safety & Welfare

- Ensure the health, safety, and welfare of pupils during hockey activities, in line with School policies and risk assessments.
- Promote and model good sporting behaviour, teamwork, respect, and inclusivity.
- Work closely with pastoral staff to ensure that pupils' wellbeing is prioritised alongside their sporting development.

2.5 Wider Contribution

- Contribute to the co-curricular and enrichment life of the School, including the organisation of trips, tours, and holiday programmes related to hockey.
- Forge positive links with external clubs, governing bodies, and the wider sporting community to enhance opportunities for pupils.
- Act as an ambassador for hockey within the School and beyond, promoting the School's reputation for sporting excellence.

3. Key Performance Indicators

- High levels of participation, enjoyment, and achievement in hockey across all year groups.
- Pupil attainment in hockey, including representation in county, regional, or national pathways.
- Effective organisation and smooth running of fixtures, tournaments, and tours.
- Positive feedback from pupils, parents, colleagues, and opposition schools.
- Evidence of strong leadership, collaboration, and impact in developing hockey provision.

Note: This job description is not exhaustive. It may be reviewed or amended from time to time, in consultation with the postholder, to reflect the evolving needs of the school.

Knowledge/Skills/Abilities

Essential

- A passionate and accomplished practitioner with a genuine commitment to PE and sport in schools, able to lead by example and inspire pupils across the full age range.
- Significant experience and ability in leading and developing a high-quality hockey provision.
- Elite-level (national or international) playing and/or coaching experience in hockey.
- A good degree in sports science or a closely related discipline.
- A strong commitment to the School's ethos and sporting vision, with a drive to help all pupils achieve their full potential.
- Proven ability to inspire, challenge and develop both staff and pupils.
- A strategic and creative thinker, willing to play a leading role in a friendly and supportive team.
- An outgoing and positive disposition, with a 'can-do' mindset and the presence and enthusiasm to be an outstanding ambassador for St Albans School Sport.
- An approachable and measured manner, able to set high standards while building strong relationships with pupils, colleagues and parents.
- Reflective and analytical in approach, with a willingness to consider and refine teaching and coaching methods.
- A commitment to ongoing professional development.
- Excellent organisational skills, discretion, flexibility, resilience, and keen attention to detail.
- Outstanding oral and written communication skills.
- A strong commitment to safeguarding and promoting the welfare of children and young people.
- Confident proficiency with Microsoft Office, especially Outlook, Word and Excel.

Desirable:

- Active involvement in high-level sport beyond the school environment.
- Experience in leadership, organisation and team management.
- Postgraduate academic and/or teaching qualifications (e.g. PGCE).
- A successful track record of teaching GCSE and A Level PE.

Safeguarding children

St Albans School is committed to safeguarding young people and promoting the welfare of children. The appointee's responsibility for promoting and safeguarding the welfare of children and young persons for whom they come into contact will be to always adhere to and ensure compliance with the School's Safeguarding Policy and procedures. If in the course of carrying out the duties of the post the appointee becomes aware of any actual or potential risk to the safety or welfare of children in the School, they must report any concerns to the Headmaster or to the Designated Safeguarding Lead (DSL).