



ABINGDON



HEAD OF ATHLETIC DEVELOPMENT

FOR SEPTEMBER 2026

Closing Date: 16 March 2026 (Midday)

Interviews: 23 March 2026

Early applications are encouraged. We may make an appointment prior to the advertised closing or interview dates.

Job Pack AS24



Contents

PAGE 03	<u>Message From The Director of Finance & Operations, Justin Hodges</u>
PAGE 04	<u>About the Department</u>
PAGE 08	<u>Job Description</u>
PAGE 11	<u>Person Specific Criteria</u>
PAGE 12	<u>Further Information</u>
PAGE 15	<u>Benefits of Working at Abingdon</u>
PAGE 15	<u>How to Apply</u>

Message from the Director of Finance & Operations, Justin Hodges

Thank you for your interest in the Abingdon Foundation. I am delighted that you are considering working here. As a member of the support staff you would play a pivotal role in supporting the school to deliver the very best academic, pastoral and Other Half opportunities to our students.

Please take some time to look at our website, abingdon.org.uk, as this will tell you a lot about us and give you a taste of the atmosphere. The Abingdon Foundation is a community of some 1300 students across Abingdon Prep and Senior Schools. Boarding is available from 13+ and boarding houses are full with around 150 boarders. Our sixth form has around 360 students and we employ around 400 teachers and support staff across the Foundation. The Board of Governors oversees the whole Foundation.

Our Schools occupy large and beautiful campuses. The facilities are excellent with recent significant developments including newly renovated and extended boarding accommodation and a state of the art dining pavilion. Other recent developments include a dedicated Sixth Form Centre, library, Art department and Science Centre. New facilities for Economics and Business Studies; and Computer Science opened in 2020, alongside two additional houserooms for the students. We have also recently added to our extensive sports facilities - both at Tilsley Park and on the school campus - these offer some of the best sports resources in the area. The Foundation benefits from a continuous refurbishment and development plan, adding further impressive facilities to a very well-resourced organisation that also prioritises sustainable development. In May 2024, the Abingdon Foundation announced its decision to move to co-education. Girls have already joined our our Prep School up to Year 6. From September 2026, our Senior School will welcome girls to our First Year (11+) and Sixth Form (16+) entry points; and to our Third Year (13+) from September 2028.

We may be over 760 years old but we are a forward-looking, dynamic school. There is pride and commitment amongst those who work here and we always look for high calibre professionals to join us. I hope that you might see yourself joining this happy and purposeful community.



A handwritten signature in black ink that reads "Justin Hodges". The signature is written in a cursive, slightly stylized font.

Justin Hodges
Director of Finance & Operations

About the Department

The Sport and PE Department

At Abingdon, we recognise the integral role that sport plays in the lives of our young people in developing their physical, social, and mental wellbeing, both now and throughout their adult lives.

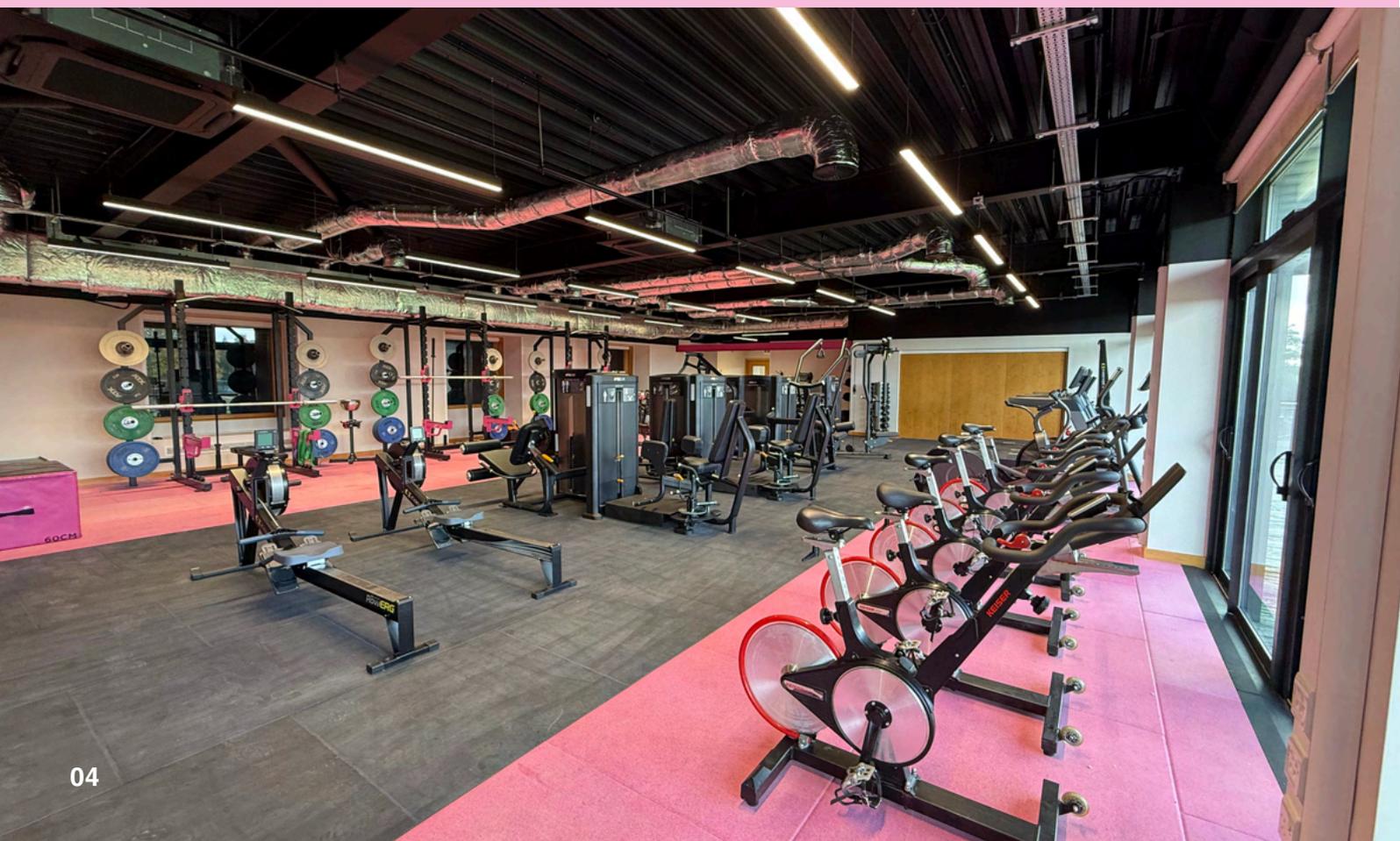
Sport at Abingdon operates at three levels and aligns closely with our School Values (shown in bold):

- Participation – enjoying sport, finding a lifelong activity, and **fostering respect**
- Performance – embracing competition and **seizing opportunities**
- Elite – **pursuing excellence**

Sport promotes teamwork, camaraderie, mentoring, and leadership. It teaches individuals to face challenges and overcome adversity. It requires discipline and commitment but, most importantly, it is fun and creates memories that last a lifetime. The programme offers breadth and choice which is empowering for the pupils.

The key elements that underpin our approach to participation, performance, and elite sport are:

Physical and Mental Wellbeing; Championing Inclusivity; Fulfilling Potential and Striving for Excellence; Creating a Lifelong Engagement with Sport; and Community Partnership and Sustainability.



About the Department (cont.)

Welcome from Mark Hanslip, Director of Sport

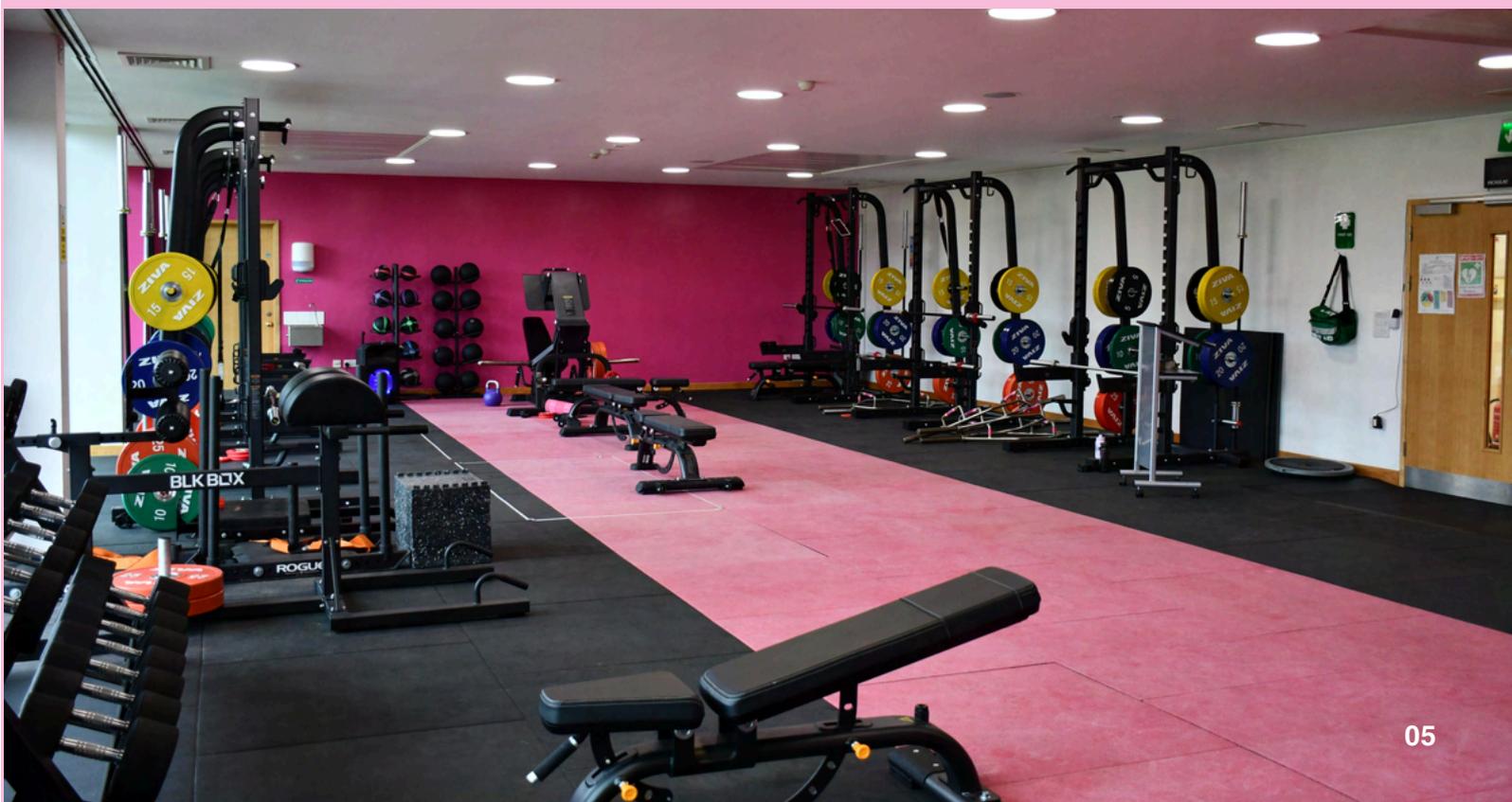
Sport at Abingdon falls into what is colloquially known as the Other Half. For an independent school Abingdon is not a place with a great deal of “public school” jargon. However, unique to Abingdon is its use of the term the “Other Half” to mean the co-curricular side of school life. It encapsulates the notion that what a pupil does in the classroom is only half of the reason they’re at the school and only half of what is going to be important to them as they mature.

Sport is a significant part of the Other Half with 30 sports all represented at three levels: Participation, Performance and Elite. Delivered by a combination of specialist Physical Education teachers, sports professionals and members of academic staff who all contribute to the programme in one way or another.

Our goal is to inspire every pupil to develop a lifelong enthusiasm for physical activity, to enjoy their sporting journey at Abingdon, and to receive the necessary support and resources to excel. The World Health Organisation defines health as “a state of complete physical, mental and social well-being and not merely the absence of disease or infirmity” (WHO, 2024). Furthermore, the European Sports Charter states that “everyone has the opportunity to improve their standard of performance in sport beyond its practice for recreational purposes and reach levels of personal achievement and/or levels of excellence in an ethical, fair and responsible way” (Council of Europe, 2024).

At Abingdon, we embrace this philosophy, striving to balance participation, performance, and elite-level success. We define "elite" as competing in and winning national competitions at any level, ensuring our pupils have the opportunity to reach their highest potential in sport.

We fully understand Abingdon’s has its own unique personality and we hope, by working with all of the pupils, parents and the wider school community, that we can raise the profile of all the sports offered and enable each and every pupil to participate in a range of high quality sporting opportunities both home and abroad. We aim to enable a new generation of sporting Old Abingdonian’s to achieve a range of sporting achievements that both the individual, team and school can be proud of. The hope is these pupils can go out in the world and live happy and fulfilling lives through Sport, as well as leading and inspiring others to do the same.



About the Department (cont.)

Welcome from Mark Hanslip, Director of Sport cont.

Abingdon School is on an exciting journey towards co-education in September 2026, starting in Year 7 and 12. The introduction of girls has led to significant funding and resourcing of sport in preparation for the next stage of the school's development.

The Department is led by the Director of Sport and currently comprises 11 full time teachers of Physical Education and Sport. Alongside these full time PE staff, members of other academic departments, who have expertise and/or an enthusiasm in a wide range of physical activities, assist the Department in delivering the sporting programme. External coaches with specialist skills are also brought in to complement the team, offering additional support and expertise. All of the sports Abingdon offers have a member of staff in charge, either within the department itself or drawn from the wider Common Room.

Every pupil at Abingdon takes part in Sport and PE. Over 70% of the pupils represent the school across 30 different sports, and several compete at national and international level.

Recent successes include a double U19 World Rowing Gold Medalist and a Year 10 pupil being selected for the GB Cycling Talent Programme, as well as multiple pupils involved in Talent Academies and regional squads.

What is inspiring about Abingdon Sport is that these successes are not purely in Tier 1 sports such as rugby, cricket, and hockey; we also have an England climber, a nationally ranked squash player, and our 4 x 50m medley relay team, who placed fourth at the national finals this season. All in all, it is an exciting place to be for all levels of sport.



About the Department (cont.)

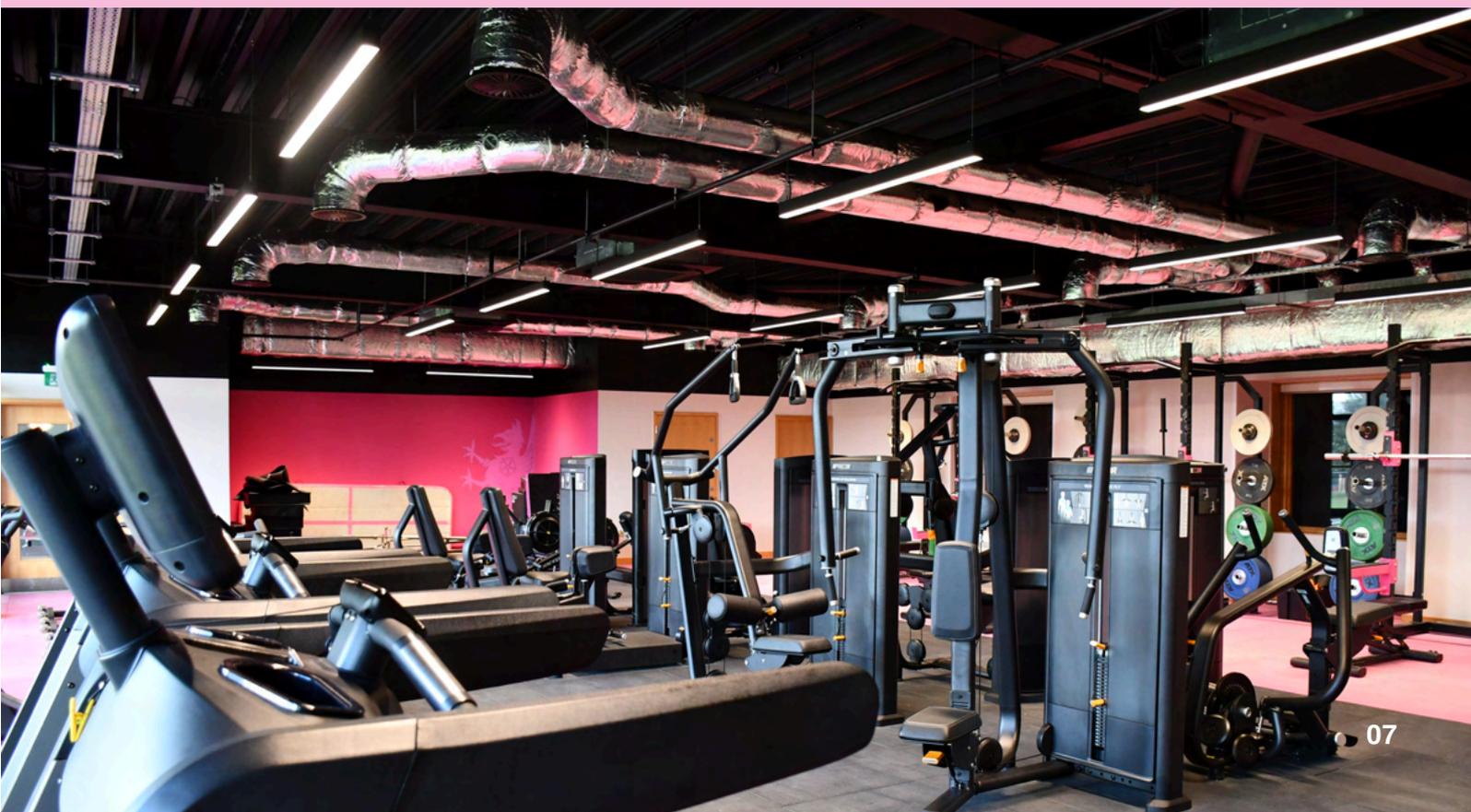
Year groups have two timetabled sessions of sport during the week, each being about 90 minutes long. There are also periods at the end of the day which can be used for extra practices, pre-season training, or other more diverse and niche sports.

Saturdays are naturally the most common time for fixtures against other schools, but fixtures also take place on other days from time to time. PE lessons are also integrated within the academic timetable for Years 7 to 11, giving all pupils, access to specialist teaching across a wide and balanced range of activities.

The Department is housed in the Abingdon School Sports Centre, which was completed in 2008 and continues to be a vibrant and busy sporting hub for the School. The Sports Centre houses a large multi-use sports hall, a 25m, 8 lane indoor swimming pool, and fitness suites. One is called the High Performance Centre and the other the Athletic Development Gym. There are also 2 glass-backed squash courts, a dance and fencing studio, a self contained climbing wall, a physiotherapy room, wet and dry changing rooms, a reception area and a large departmental office. In addition to these facilities, the school has a multi-use playing surface with four tennis courts and plans for netball courts for September 2026.

The School has a wide range of sporting facilities most notably a range of sports fields and tennis courts either on the senior site itself and 4 miles away at our Prep School site (Cox's Fields). We also have our own Boat House on the Thames, a short walk (or run!) away from the main school site. In September 2014, the School secured a long lease for Tilsley Park, a sporting facility just a mile from the School in Abingdon. With an 8 lane tartan athletics track with its own designated throws area and associated stand/clubhouse, two artificial hockey pitches, 3 five-a-side 3G football pitches, a new full sized 3G Football & Rugby pitch and a new 60 x 40m 3G training area, this is an exciting time for the development of sport within the Department. There is also a plan to build padel courts at this venue.

There is a wealth of additional information about sport at Abingdon available on our website and prospective candidates are warmly encouraged to read what is there, in particular <http://www.abingdon.org.uk/sports>, http://www.abingdon.org.uk/sports_centre and <https://www.abingdon.org.uk/sports-and-leisure/tilsley-park>. To gain an understanding of our especially noteworthy sporting achievements from the past 4 years then go to our fixtures cards can be found by visiting www.abingdonsport.org.uk



Job Description

Background

The Head of Athletic Development role is seen as vital within the Abingdon School Sport and PE Department. Sport operates at participation, performance, and elite levels, and the Head of Athletic Development has the responsibility of ensuring that all pupils are able to access strength and conditioning facilities and programming safely.

Furthermore, for pupils on a performance pathway, strength and conditioning is a vital part of their development at school. However, pupils who simply wish to develop their knowledge of health and fitness also require access to the best facilities, with the best coaches, at the most convenient times.

The school has recently heavily invested in strength and conditioning and health and fitness. The school has two facilities: the High Performance Centre, which is a functional strength and conditioning suite used by all pupils during their Physical Education lessons, but also by elite performers and those teams that require strength and conditioning programmes. In addition to this, the school has also created the Athletic Development Gym, which allows pupils of all ages and abilities to develop their understanding physically, socially, and mentally through taking part in health-related exercise activities and lessons.

The Head of Athletic Development oversees the Talented Athlete Programme (TAP) in conjunction with the Assistant Director of Sport. Beyond strength and conditioning, this involves working closely with other members of the Sport and PE Department to enrich the lives of the pupils on this programme.

This involves contributing to the "95% Podcast" (available on Spotify) and organising guest speakers who inspire and educate the pupils about a range of topics within elite sport, such as goal setting and nutrition. They also help organise and lead an annual trip to a university or sporting institution so pupils can gain an understanding of what an elite lifestyle entails.



Job Description (cont.)

Athletic Development

- Lead, deliver and review all aspects of the Athletic Development Pathway to ensure that all students in the school reach their full potential, increase strength and fitness and reduce the risk of injury.
- Develop a coeducational philosophy and programme that allows all pupils to make progress but especially the girls arriving in September 2026.
- Design and oversee sessions where boys' and girls' teams occupy the floor simultaneously, fostering an environment of shared motivation.
- Serve as a visible champion for female athleticism, ensuring the girls' programme receives equal priority in scheduling, equipment access, and coaching expertise
- Provide multi-disciplinary support to those who demonstrate commitment to their athletic development.
- Design, monitor and implement appropriate screening programmes for individual students.
- Develop the use of 'TeamBuildr' as a portal to provide a central record of athletes' progress.
- Liaise with relevant professional academies / NGB's to deliver extensive support through individualised programming to our performance athletes.
- Collaborate with colleagues in the Sport & PE Department to ensure a consistent message of athletic development / education in young athletes is maintained.
- Co-ordinate the arrangements for external speakers to visit the School as part of a lecture/workshop series for pupils on the Talented Athlete Programme and other identified student groups at least once a half term.
- To work across our sports to provide sport science / analysis support.
- Liaise with the Medical Centre/School Physiotherapist in the management of injured players within the return to play protocol.
- Liaise with Abingdon Prep School to develop a mirrored programme that will both enhance their provision and enable a smooth transition for boys from the Prep to the Senior School.



Job Description (cont.)

Strength & Conditioning

- Deliver a S&C programme in which pupils follow a structured system of physical progression appropriate to their maturation and training age through the PE curriculum.
- Develop and improve the movement/physical literacy of Abingdon pupils via curriculum sessions, open sessions, directed sessions & individual sessions.
- Provide on-going CPD to enhance teacher knowledge of athletic development.
- Promote the safeguarding and welfare of children, specifically by ensuring all matters relating to Health and Safety is paramount in training sessions.

General

- To liaise closely with the Director of Sport and the Head PE regarding the development of the Athletic Development programme and the equity of provision provided to the various sports and individual students throughout the school.
- To contribute to the School's Games Programme – coaching support across all three terms.
- This will also involve the preparation of elite teams on some Saturdays. The ability to attend preseason training and tours will also be advisable and on offer.
- To support the delivery of PE lessons to enhance the Physical Literacy of our pupils during timetabled lessons.
- To contribute to the School's aims and objectives in promoting and marketing Abingdon School in general to a wide range of stakeholders, this will include visits to/host Prep Schools;
- To support the Director of Sport in the process of identifying pupils for the Talented Athlete Programme. selection and recruitment, specifically via Movement Screening and fitness testing.
- Provide students with a range of training programmes through the Christmas, Easter and Summer holidays.
- Assist in the allocation and expenditure of the Strength and Conditioning budget.



Person Specific Criteria

Essential Qualities

- A graduate with a strong academic record and a background in the delivery of high-quality Athletic Development / Strength and Conditioning in youth athletes. They will be able to articulate their passion and be committed to achieving the highest standards as well as be committed to providing opportunities for all pupils.
 - Graduate qualifications should be in Sports Science or a related field of study.
 - Accredited S&C Coach (ASCC) is desirable but UKSCA Trainer Level 2 is essential.
- An outstanding practitioner who can genuinely offer deliverable sessions and guidance across 3 terms of engaging, inspirational, active lessons across all age ranges within our core sport programme. An expertise in a variety of sporting activities would be beneficial.
- Shows a genuine passion for developing athletic performance in a wide range of sport as well as the ability to convey this to the students in an inspiring and engaging manner.
- Experience of leading long term Athletic Development / Strength and Conditioning support to youth athletes.
- Desire to stretch the most able and support the least able, through careful session preparation and a willingness to offer additional support and advice.
- Ability to set high standards whilst having a good rapport with students
- Have excellent interpersonal and management skills, with very good organisation and communication skills, both in the written and verbal forms.
- Willing to consider and reflect upon delivery methods, and to contribute to the continuing development of new ideas and practices within the department.
- Willing to make a full contribution to the life of the department, including taking part in developing shared resources and to the extracurricular activities run by the department. They will seek to innovate as well as maintain the level of current provision.
- Able to provide a strong lead to areas within the department whilst also being sensitive to the strengths and needs of individuals. They will know how to delegate sensibly and to use the skills of a team to best effect.
- Understanding of the need to maintain good humour, stamina, resilience and understanding in working with a range of colleagues to deliver common aims.
- Displays a commitment to the protection and safeguarding of children and young people.
- Confident and innovative in their use of ICT in the delivery of Athletic Development and student learning / interaction. Using the Google Suite and the development of Artificial Intelligence (AI) within the AD department.

Desirable Qualities

- Holds a clean driving licence with D1 and holds or is willing to obtain a minibus driver qualification (MiDAS).

Further Information

Hours and weeks of work

This post will be offered on a permanent contract and is a 'Term Time Plus' role. This means that the post holder will be expected to work the 34 weeks of published Abingdon School term time (inclusive of INSET days) with an additional 4 weeks to be worked during the school's holidays to assist with fixtures and tours.

The normal working hours will be 40 hours per week, Monday to Saturday. This is a full time position mainly working between the hours of 08:00am-5:00pm Monday to Saturday over 34 weeks' term time (based on Abingdon School Term dates). plus 4 weeks during school holidays in agreement with the Director of Sport and PE.

The post holder must be willing to work occasionally outside regular office hours to support the delivery of the sporting calendar.

The full-time equivalent for this position is therefore calculated as follows:

A full-time member of staff is paid for 2085.6 hours per annum (based on 40 hours per week for 52.14 weeks per year).

40 hours x 38 working weeks = 1520 hours

40 hours x 5.6 holiday weeks = 224 hours

1520 + 224 = 1744 hours per annum

$1744 / 2085.6 = 0.8362$ FTE

The full-time equivalent (FTE) for this post is therefore $1744 / 2085.6 = 0.8362$ FTE

Salary

The full-time equivalent (FTE) annual salary for this post is £33,892 (depending on skills and experience).

The pro-rata salary is therefore £28,340 per annum.

Further Information

NOTES

- This vacancy arises from the School's desire to improve its focus on Athletic Development within the whole school sport and PE programme and is seen as the natural extension of the recent refurbishment of the Athletic Development Gym.
- Annual leave is generally expected to be taken during published Abingdon School holidays rather than during term time.
- For an informal discussion about the role please contact Mark Hanslip initially via email to: recruitment@abingdon.org.uk. Please note this is not part of the selection process.
- For safeguarding reasons, please note we are unable to accept applications by CV. All applicants must complete the standard Abingdon application form.
- This role will commence on **01 September 2026**.
- **Closing date is 16 March 2026.**
- **Interviews are expected to be held on 23 March 2026.**



Further Information

Training Requirements

The following mandatory training will be provided: Cyber Security, Emergency First Aid at Work, Equality, Diversity & Inclusion, Fire Awareness, Health & Safety, Manual Handling, Prevent, Risk Assessment, Sexual Harrassment and Safeguarding (Triennial).

Health and Safety at Work

All staff share responsibility for achieving safe working conditions. The postholder must take care of their own health and safety and that of others, observe applicable safety rules and follow instructions for the safe use of equipment.

The postholder has a responsibility under health and safety legislation:

- To cooperate on all matters related to health and safety including the investigation of any incident.
- To use any equipment or personal protective equipment (PPE) provided for them correctly, in accordance with training and instructions. Any equipment fault or damage must immediately be reported to the line manager. No member of staff should attempt to repair equipment unless trained to do so.
- To report any health and safety concerns to the line manager as soon as practicable.
- To report any accidents and injuries at work however minor.
- To familiarise themselves with the fire safety instructions which are displayed on notice boards and near fire exits in the workplace.

All staff are required to confirm that they have read and understood the Foundation's Health and Safety Policy.



Benefits of working at Abingdon

Annual Leave:



You'll get 25 days off paid time off each year, plus bank holidays (pro rata if part time). Depending on your role, we usually expect you to take your holidays during school breaks, but there can be some flexibility if needed.

“
91% of our staff say the facilities and resources for staff are good
(2025 staff survey)
”



Working from Home (WFH):

We may be able to offer flexible working from home options, depending on the nature of your role. If this applies, during term time, you may be able to work remotely for up to 20% of your hours (usually about one day a week). Outside of term time, this increases to 40% (around two days a week). Unfortunately, not all roles can be carried out from home.



Time Off & Flexibility



Christmas Closure:

Our all year round staff can enjoy extra time off over the festive period. We offer up to four closure days around Christmas/New Year, dates depend on where the bank holidays fall.

Death in Service Benefit:

For your peace of mind, all support staff aged 18-70 are covered by a scheme that pays out three times your annual salary to your loved ones in the event of your death whilst employed.



Outstanding Pension Scheme:

We're serious about your future. We offer staff pension choices, including the option to join an enhanced pension scheme with a 6.4% contribution from you and a competitive contribution of 14.1% from us. Staff can also opt for salary exchange for additional benefits.

Foundation Grant (School Fees):

If your children attend Abingdon School or Abingdon Prep, you could receive a significant discount of up to 25% on their tuition fees (pro-rata for part-time staff). Admission to the School is subject to availability of places and meeting admission requirements. Ask us for more details if this applies to you.



Financial & Family Support



Super Camps Discount:

Need childcare during school holidays? Staff get a discount on courses with Super Camps, and you can use childcare vouchers.





School Counsellors and Physios:

Staff can also access the services provided by the School Counsellors and the Physios (terms and conditions apply).



Employee Assistance Programme (EAP):

Life can be tricky, so we provide an Employee Assistance Programme. This offers confidential support and resources for anything from mental health to financial advice, plus a Health Risk Assessment tool to help you stay on top of your well-being.

Private Healthcare:

Permanent employees can benefit from free private health insurance, giving access to excellent medical care (this is a taxable benefit).



Sports Centre Membership and Theatre discounts:

Stay active and healthy with free access to the gym and swimming pool at agreed times. You'll also get a discounted membership to the Abingdon Sports and Leisure Club, allowing you to attend exercise classes for free. Staff can also benefit from access to discounted or complementary tickets to a wide range of events at the Amey Theatre.



Health & Wellbeing



Cycle to Work Scheme:

Save money and get fit! We offer a Cycle to Work scheme for eligible staff, helping you buy a bike. Contact us for more information.



Social:

There are regular staff social events and opportunities to join other staff in a range of activities from singing in the choir to playing cricket or football, running in the road relay or even joining in with the staff rock band or the staff panto.

Other Health and Wellbeing Benefits:

Include access to an occupational health provider, free staff 'flu jabs, eye test reimbursement, menopause support and mental health first aiders.



Free Lunch:

Most staff can enjoy a delicious free lunch and refreshments during term time.



Everyday Perks

Free Parking:

We offer free on-site parking and bike storage for all staff (on a first-come, first-served basis).



Staff Development



We offer a range of online and in-person courses to staff for free including first aid, mental health first aid and health and safety courses. Staff completing higher level professional qualifications or CPD may have their courses fully or partly funded.

“ 99% of our staff say they have good working relationships with their immediate colleagues (2025 staff survey) ”

How to Apply

APPLY NOW



To apply, please go to our [Recruitment Portal](#).

Please do not upload CVs, testimonials or examples of work.

References:

We require at least two satisfactory references, including one from your current/most recent employer. If you've previously worked in a school or with children, one reference must be from the most recent relevant employer where you last worked. If you've been employed by a school, the reference must be from the school's Head. References cannot be from a relative or someone known to you solely as a friend.

For safeguarding reasons, references will be taken up before interview unless you have specifically asked us not to.

Online Checks:

We conduct online searches for all shortlisted candidates to assess their suitability to work with children. Any public information found may be discussed with you at your interview.

Interviews:

If shortlisted, you'll be invited to attend an in-person interview/selection day which will include one or more interviews and will also include one or more tasks (e.g a written exercise) and a tour of the School. If you are invited for interview, further information will be sent to you with your invitation.

These stages will also assess your suitability for working with children. Your employment history, including any gaps in employment, will be explored at interview.

Pre-Employment Checks:

If you're invited for an interview, you'll undergo essential checks with HR, including:

- DBS enhanced criminal records check and checks of relevant prohibitions and barring;
- Verification of identity, address, right to work in the UK, and
- Qualifications check.

If you've lived or worked overseas for 3+ months in the last 10 years, please bring original copies of any overseas police checks

Conditional Offer & Safeguarding

Any job offer is conditional on successful completion of all required pre-appointment checks, including ID check, DBS check, any required overseas checks, barred list checks, prohibitions from teaching and/or management checks (if applicable), satisfactory references, medical fitness, EYFS declaration (if applicable) and verification of qualifications and right to work in the UK. Staff are also required to read and sign to say they have understood key policies including safeguarding and health and safety.

Warning!

It is an offence to apply for the role if you are barred from engaging in regulated activity relevant to children. Providing false information is also an offence and could result in the application being rejected or summary dismissal (if appointed), and possible referral to the police and/or DBS, and/or the Teaching Regulation Agency (TRA).

Questions?

Contact our HR Department at 01235 849136 or recruitment@abingdon.org.uk.

We recognise the value of a diverse and inclusive workplace and are committed to equality of opportunity for all staff and job applicants. We aim to ensure that our staffing at all levels and in all roles is diverse and we welcome applications from all backgrounds and all sections of the community.



ABINGDON

**independent day and boarding school
for pupils aged 11 to 18 years**

Co-ed from 2026