



SCHOOL SPORT PARTNESHIP OFFICER APPLICATION PACK



Anthony Gell
— School —

Care Aspire Achieve

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About Rural Derbyshire School Sport Partnership



Rural Derbyshire School Sport Partnership works closely with Infant, Primary, Secondary and Special schools to develop opportunities for high quality PE and sport in the Derbyshire Dales and Hope Valley areas. We aim to support schools to deliver an inclusive and enjoyable PE curriculum which is enhanced with extra-curricular opportunities to develop and extend skills and abilities through competition and sports festivals.

We do this through developing:

- Sports competitions, festivals and events.
- Leadership and volunteering opportunities for young people.
- Training and resources for teachers and young people.
- Links to sports clubs and Community Partnerships to bring schools and clubs closer together.
- Player pathways and Gifted and Talented Sports Camps and Academies.

The Partnership is self-funding through affiliation packages from affiliated schools and grant funding from Sport England (SGO Funding).

Affiliated schools benefit from a wide variety of activities and training, including:

- **Bikeability**
- **Balanceability**
- **Change 4 Life Champions Conference**
- **Individual Pentathlons** for years 3, 4, 5 and 6
- **Midday Supervisor Training**
- **SSCo Training & School Games Mark support**
- **Mini Leader Training**

The work undertaken by the partnership is underpinned by the Sport England 'uniting the movement' vision – tackling sport inequality and providing opportunities for now and in the future. This vision outlines the need to develop sport in school communities as well as health and wellbeing.

The School Sport Partnership is managed by Chris Bethell, hosted at Anthony Gell School. To enquire more about this post and the schools we host please get in touch – cbethell@anthonygell.co.uk.

Background Information

Anthony Gell School is a very successful, fully inclusive, 11-18 Comprehensive school situated in the Derbyshire Dales within the market town of Wirksworth. The school takes its name from a 16th Century benefactor who helped first establish the school in 1576. The school benefits from the support of the Anthony Gell Foundation and occupies a generous plot close to the centre of the town. Our school is within easy reach of the major centres of Derby and Chesterfield, as well as the beautiful Peak District National Park.

Anthony Gell School can provide opportunities for academic excellence in a caring and supportive environment; this forms the essence of the identity of the school.

As well as serving Wirksworth and the villages nearby, Anthony Gell School attracts a growing number of students from further afield; with approximately one third of our intake coming to us from outside of our catchment area. The school is often oversubscribed, with more families wanting to join us than we have places for. Currently, there is a waiting list for admission into some year groups.

Anthony Gell is a school at the heart of the community, with many families maintaining close links to the school for several generations. The staff body is made up of a blend of youth and experience. Students and staff share a sense of pride in their school which is reflected in an atmosphere of mutual respect and understanding for each other, the school environment and the wider community.

Anthony Gell School is part of a family of schools within the Embark Federation. Embark is a Multi-Academy Trust (MAT), of Derbyshire schools. The Trust's core beliefs of Family, Integrity, Teamwork and Success closely match those of Anthony Gell School. Our membership of Embark has helped our school to continue to grow and develop via outstanding partnerships and collaboration.

Visitors are warmly welcomed to experience first-hand the unique ethos of the school. More information about our school can be found by visiting www.anthonygell.co.uk

The successful candidate will join a well-established team of staff, which includes Chris as Manager along with a Sport Assistant who has been with the partnership for some time, after successfully completing a Level 6 Apprenticeship.

The role benefits from excellent supervision and line management and contribute hugely to the school's success.

Job Description

The information contained below is to help staff understand and appreciate the work content of their post and the role they are to play in the operation. However, it should be noted that whilst every effort has been made to outline all the duties and responsibilities of the post, a document such as this does not permit every item to be specified in detail. Broad headings may therefore have been used, in which case all the usual associated duties are included in this job description.

Job title	School Sport Partnership Officer
Terms	Grade 7: 37 hours per week, 42 weeks per year
Reporting to	School Sport Partnership Manager
Job Purpose	To support the delivery of the PE and School Sport Offer across the area and partnership. To act as the School Games Organiser; supporting the manager to ensure more young people take part more often in festivals, competitions and physical activity programmes which impact on physical and mental health and wellbeing.
Strategic tasks	- To plan and lead on all SSP events, festivals and area finals - Source and book festival staff (this would require following the financial regulations of the school and also managing the festival budget) - Support the planning of three weeks of holiday camps per academic year - Inputting data on the school games website to ensure timely returns - Attending the School Games Officer Meetings as required; feeding back actions to the team and ensuring the SSP is working to the funding regulations - Collaborate with others on county work, attending meetings and conferences as required - Supporting the Partnership Manager in the SGO development plan - Lead on the delivery of PE lessons in school (under the super school offer); ensuring this meets the Teaching and Learning outcomes.
Operational tasks	- To support the Partnership Manager to deliver the Partnership offer which in turn will impact on the PE & School Sport Plan for Derbyshire - To plan and deliver the SSP leadership programme aimed at developing a more skilled and confident workforce to support the delivery of SSP events - To support the planning, implementation and management of holiday sport events in school holiday periods (3 weeks) - To support delivery of County DASN events - To work under the direction of the Partnership Manager to deliver the priorities for the district in respect of the SSP offer - To effectively delivery School Games and DSSA events for pupils/students in Key Stages 1 - 5 - To promote increased levels of physical activity in school children by developing and delivering courses and bespoke training to young sports leaders, teaching assistants, midday supervisors and teachers through conferences/workshops - To assist in the review of the annual SSP offer and plan future delivery based on the current landscape and national funding (Sport Premium and SGO funding) - To promote inclusive opportunities for participation, competition and leadership to school aged pupils/students - To work collaboratively with colleagues at Active Derbyshire, Derbyshire Dales District Council, DASN, to plan and share information that impacts on local schools, clubs and the community - Collate news stories and articles for SSP Newsletters and social media to

	promote the SSP to the wider community • Attend meetings and sessions as may be required by the post, for the purpose of team or personal development • To collate data and evidence for monitoring and reporting purposes
General Responsibilities	• Perform duties and attend meetings / training as reasonably required • Participate in the school's performance management scheme • Support school displays to create a good working environment. • Undertake in-service training or other form of training for any aspect of the role, as necessary. • Play a full part in the life of the school community including enrichment activities, to support its distinctive mission and ethos and to encourage and ensure staff and students to follow this example. • Comply with the school's health and safety policy and undertake risk assessments as appropriate. • Contribute to the overall ethos, vision and aims of the school • Contribute to the school improvement plan targets
	Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified. SIGNATURES This job description is current at the date below 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 remuneration for this role is Grade 7 Signed: _____ Print Name: _____ Date: _____ Signed: _____ (Headteacher) Date: _____
All employees have the responsibility to:	
• Be aware and comply with policies and procedures relating to Safeguarding, child protection, health, safety and security, confidentiality and data protection, reporting all concerns to the appropriate person • Participate in training and other learning activities as required • Participate in the school's Performance Management (Appraisal) process • Provide appropriate guidance and supervision and assist in the training and development of staff as appropriate • Represent the school at events as appropriate • Support and promote the school ethos • Ensure any documentation produced is to a high standard and is in line with the brand style • Undertake any other duties and responsibilities as required that are covered by the general scope of the post • Undertake any other reasonable duties at the request of the Headteacher	

Person Specification – School Sport Partnership Officer

Education and Qualifications	Essential • Level 3 qualifications or above in relevant field, or equivalent working experience. • Proof of English and Maths grades at GCSE level or equivalent equal to or better than a Grade C/Grade 4. • Evidence of on-going professional development (e.g. attendance on training courses, personal study etc.) Desirable • Level 4 qualifications or higher	Assessed by: A, I
Experience	Essential • Proven experience in a sport setting which includes monitoring outcomes and supporting the delivery of sport in other settings • Experience of supervision of young people • Possess knowledge of a range of behaviour management strategies • Ability to use IT at an effective level to support the role. Desirable • Experience of working within a school or similar environment • Experience in a Cover Supervisor role • Experience in administration duties	A, I, T, R
Special Aptitudes	Essential • Awareness and understanding of school policies and procedures, especially Child Protection. Or a commitment to becoming highly competent in this area if current experience is lacking • Effective mentor and role model • High level communication skills including staff, students, parents and outside agencies • Knowledge and understanding of school games and a sport delivery • Understanding of Equal Opportunities • Able to respond positively to a range of tasks • Demonstrate a flexible attitude	A, I, T, R
Interpersonal skills	Essential • Sets standards and displays a sense of integrity in all that is done and show commitments to continuing professional development • Excellent attendance and punctuality • Committed to inclusive sport • Team work and Interpersonal Skills • Self-motivated • Reflective practitioner • Integrity • Positive attitude • Resourceful, adaptive to change	A, I, T, R

A = Application **T** = Teaching **I** = Interview **R** = Reference