

## THE ROLE

The role of Sports Graduate will be to support fully the PE department's ambitious co-curricular provision, promote the student uptake of opportunities, and contribute to our outstanding academic provision.

Responsibilities include delivering high-quality, engaging, and enjoyable practical sports lessons, as well as contributing to a dynamic co-curricular programme. The Sports Graduate will occasionally teach practical Sport lessons in case of teacher absence. The Sports Graduate is expected to model scholarship in Sport, keep abreast of developments within their discipline, and to challenge, support and inspire pupils in line with strategic direction of the school and PE Department.

This is a one-year fixed term position, offered on a full-time basis, 38 hours per week, 35 weeks per year. The working hours will be 8.30-5.30 Monday to Wednesday, 8.40am-12.40pm Thursday, Friday and Saturdays 7am-1pm. Accommodation is available on-site at a subsidised rate, inclusive of council tax, and utilities (gas, water and electricity).

The start date for this position will be September 2026.

This position involves contact with children and will amount to regulated activity as defined by Keeping Children Safe In Education (KCSIE) for safeguarding children and safer recruitment.



# THE DEPARTMENT

The Physical Education & Sports department at St Albans High School for Girls has an aspirational and inclusive vision of sport and physical activity. Our objective is to provide an environment that enables every student to be physically active and understand the value of having a healthy, active lifestyle. We aim to support our students in developing a strong habit of exercise and an appreciation of its value, which is instilled through the delivery of a modern and engaging curriculum. Students are provided with a high standard of experience which does not favour one area of the programme at the expense of another; this is delivered through the Active STAHS and Team STAHS co-curricular programmes. Both programmes enable students to develop confidence, character, and resilience and, as a result, aim to reduce stress and anxiety whilst improving determination and motivation. We also have a full strength and conditioning programme with a specialist S&C coach to support.

Recreational physical activity and competitive sport are both highly valued, and we strive to ensure that every individual's experience of competitive sport is both aspirational and inclusive. STAHS has a tradition of producing sportswomen who perform at both national and international levels in a variety of sports. Those competing at this level are supported through the Talented Athlete Support Programme. This includes specialist speakers and mentor sessions once every half term for students, S&C, speakers for parents, and trip to universities such as Bath to enrich understanding of elite performance and sports science.

Working to deliver the department's strategic vision is a highly talented and experienced team of PE teachers and coaches. The department operates a full six-day sporting programme and enjoys an enviable record of sporting excellence at county, regional, and national levels in Netball, Lacrosse, Football, Aesthetics (Gymnastics, Trampolining and Dance), Swimming, Athletics, Tennis, and Skiing. Sport Scholarships are available in Year 7, Year 10, and the Sixth Form. The Physical Education department is heavily involved in the organisation and running of major sporting trips and tours. Last year students had the opportunity to experience a netball tour to Australia.

STAHS has excellent sporting facilities. On-site, our sports complex boasts a full-size sports hall, 25m indoor swimming pool, dance studio, and gym, as well as an outdoor netball court and astroturf. Off-site sports facilities include two lacrosse pitches, seven floodlit tennis courts, five floodlit netball courts, and a 3G football pitch. In addition, we utilise a number of local sports facilities including a 400m athletics track, floodlit astroturf, and full-size cricket pitch. These facilities enable us to deliver a dynamic programme of co-curricular sport and physical activity, alongside a diverse and modern curriculum of core PE and Games. Years 11–13 participate in a weekly programme of physical activity with the independence and flexibility to choose what they wish to do.



# RESPONSIBILITIES

All Graduate Assistants are appointed by the Head and are expected to:

## Key responsibilities and accountabilities

- Support all aspects of delivery of the co-curriculum at including running regular Sport Clubs and masterclasses in your areas of specialism.
- Lifeguard for Key Stage 3 PE lessons and staff swimming before school 1 day a week.
- Help organise equipment and kit for all fixtures and events.
- Attend and support evening fixtures and events and evening and weekend training sessions.
- Support on the delivery of curriculum PE and Games lessons.
- Support pupil leadership opportunities and initiatives, such as those enabled by the Sport Scholars Programme.
- Teach practical Sport lessons to cover teacher absence.
- Accompanying staff on school Sport trips, such as sporting visits.
- Assist the Director of Sport with event organisation and the day-to-day administration and smooth running of the department.
- Assist with facility bookings for the department, including for sports clubs, sport clubs, fixtures and events and events.
- Attend weekly PE Department meetings.

## Professional Development

- Participate in training and undertake any performance development activities as required for the position.

## Additional Information

- Support for the School's mission, vision and values and strategic direction
- Participate actively in the wider aspects of school life

In addition to the above, the post holder will carry out any other professional duties as reasonably required by the Head.

*The High School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Applicants will be required to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service.*



# PERSON SPECIFICATION

STAHS is a vibrant school supported by a diverse and enthusiastic community of staff, pupils, parents, alumni and friends. It is important that our staff reflect the diversity of our community, and we therefore welcome and encourage applications from people of all genders and sexual orientation, those from Black, Asian and other minority ethnic backgrounds, and those with disabilities.

The successful candidate will be required to fulfil all of the duties, as outlined in the job description. In addition to this, the candidate should possess the following competencies which are essential to this position:

## **QUALIFICATIONS & EXPERIENCE**

- Excellent degree and/or postgraduate qualification in Sport Science or equivalent degree
- Experience of working with young people in an educational context is desirable, but not essential
- A swim rescue and or life guarding qualification is essential for the post, but applicants can be trained on the job

## **SKILLS**

- Attainment and maintenance of skills and professional knowledge/accreditations required for the role
- Experience of umpiring/refereeing in one of our three main sports (Lacrosse, Netball, Football) is desirable
- Ability to manage expectations clearly by monitoring own progress against objectives and planning to ensure delivery
- Ability to identify common problems or weaknesses in policy, procedure or protocol that affects service, and escalate these or puts in place solutions
- Ability to think through wider consequences of own actions when assessing multiple demands and competing priorities
- Excellent organisation and planning skills
- Familiarity with basic Office programs including Word, Excel and Teams and ability to adapt to use of new and unfamiliar technology are essential

## **PERSONAL QUALITIES**

- A demonstrable personal love of Sport is essential
- Warm, welcoming and professional, behaving with discretion, integrity, honesty and always acting with due consideration of others within the school community
- Respond effectively to emergencies or last-minute demands on time
- Flexible in approach when dealing with changing situations or priorities
- A team worker, appreciates contribution of colleagues
- Take personal accountability and ownership for their work, decisions and actions and demonstrate commitment to accomplish work efficiently and to the required standard
- Willing to take on extra responsibility and use own initiative to overcome obstacles and ensure timely delivery of service

(Continued.....)

## PERSON SPECIFICATION (continued)

### PHILOSOPHY AND ETHOS

- A commitment to safeguarding and promoting the welfare of children and young people and to follow the child protection procedures detailed in the School's safeguarding policy
- Ability to form and maintain appropriate relationships and personal boundaries with children
- Contribute positively to the overall ethos, objectives and aims of the School

### HEALTH AND SAFETY

- Support health and Safety training initiatives and to actively participate in this area

### PHYSICAL WORKING AND ENVIRONMENT

- Lifting equipment

