

## Reed's School Job Description

### HEAD OF ATHLETIC DEVELOPMENT

Reed's School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

<b>The Role and Department:</b>	<p>The Head of Athletic Development will be responsible for the planning, development, and delivery of coaching within all areas of the Reed's Strength &amp; Conditioning programme.</p> <p>The role-holder will be responsible for optimising the development of pupils of all standards in order to enhance Reed's current position in school sport.</p> <p>There will also be a requirement to contribute and coach within our major sports programme, taking teams throughout the academic year.</p> <p>The role will be full-time, term time only and the role holder will be expected to attend fixtures at weekends across all 3 terms.</p> <p>This role will report into the Director of Sport.</p>
<b>Main Duties and Responsibilities:</b>	<ul style="list-style-type: none"> <li>• Lead and inspire S&amp;C coaches across the programme.</li> <li>• Deliver high quality sessions throughout the school, to all ages and increasing ability levels.</li> <li>• Promote Reed's S&amp;C benefits internally to Sports Department and beyond.</li> <li>• Manage a programme of before school, timetabled, lunch time and after-school training.</li> <li>• Manage and coordinate the High Performance Programme, in liaison with the Director of Sport.</li> <li>• To ensure safe practice at all times in the school's gym.</li> <li>• In liaison with the Heads of Sport, manage players' workload.</li> <li>• Oversee the session planning of all Sports and Academy scholars.</li> <li>• Enhance the professional skills of all involved in S&amp;C and appraising their performance through CPD.</li> </ul>

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- Maintain positive and effective communication with all members of the Reed's community including pupils, parents and staff.
- The upkeep of spreadsheets, SOCs and SIMS for session information, registers and data.
- Produce risk assessments for S&C and ensure that the school adheres to directives and guidelines issued.
- Management of the S&C budget and development of equipment and facilities.
- To communicate with the Medical Centre and physiotherapy team regarding injuries and plans for rehab.
- Oversee effective use of facilities.
- Contribute to a briefing for all sports staff at the beginning of term.
- Engage with outside bodies and professional coaches to enhance provision for elite athletes.
- Devise, review and implement a plan for the recruitment and retention of sports scholars.
- Use post-game statistical analysis, including GPS and video, to enhance the physical performance of athletes.
- To lead on Sport & Academy scholarship assessment days.
- To attend Heads of Sport meetings and contribute to the overall management and strategic development of sport.
- Undertake such other comparable duties as the Headmaster requires from time to time.
- Promote and safeguard the welfare of children and young people for whom you are responsible and with whom you come into contact.

## Reed's School Person Specification

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	<b>Essential</b>	<b>Desirable</b>
<b>Qualifications</b>	<ul style="list-style-type: none"><li>UKSCA Full Accreditation qualification (or working towards).</li></ul>	<ul style="list-style-type: none"><li>Qualifications in coaching other sports.</li><li>MSc in Strength and Conditioning or related post-graduate qualification.</li></ul>
<b>Experience</b>	<ul style="list-style-type: none"><li>Previous sports coaching experience at all levels and differing ability needs.</li><li>Previous experience of working with children.</li><li>Experience of working co-operatively as part of a team.</li><li>Running a programme and experience working with elite athletes.</li></ul>	<ul style="list-style-type: none"><li>Ability to demonstrate creative and innovative approaches to enthusing and challenging pupils.</li></ul>
<b>Skills</b>	<ul style="list-style-type: none"><li>Excellent planning and organisation skills.</li><li>Excellent communication skills.</li><li>Ability to set effective, realistic and challenging lesson objectives.</li><li>Ability to use video analysis software to enhance the players understanding and development.</li><li>Ability to gather, evaluate and analyse assessment data to inform coaching.</li></ul>	
<b>Knowledge</b>	<ul style="list-style-type: none"><li>Excellent S&amp;C knowledge and passion for sport.</li></ul>	<ul style="list-style-type: none"><li>Insight into pupil learning needs.</li></ul>

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<b>Personal competencies and qualities</b>	<ul style="list-style-type: none"><li>• Motivation and enthusiasm to work with young people.</li><li>• Ability to act as a role model for pupils and staff through demonstrating high standards of personal and professional conduct.</li><li>• Ability to form and maintain appropriate relationships and person boundaries with children and young people.</li></ul>	
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