



OLD SWINFORD SERVICES LIMITED

Sports Coach in Residence (Focus on Rugby Union)

Person Specification

This position would equally suit a graduate seeking to gain valuable school-based experience in a successful and busy department or a coach looking to increase their portfolio. Our preference is for candidates who can offer expertise in Rugby Union but we are also interested in hearing from candidates who offer expertise in some of our other major games.

The successful candidate will be:

- Conscientious and reliable.
- A team player
- Self-Motivated
- Interested in continuous professional development.
- Experienced in playing and or coaching at least one of our major sports.
- Committed to safeguarding and promoting the welfare of children.

Job Specification

The Sports Coach in Residence is responsible to both the Director of Sport and the Housemaster of their appointed house with boarding duties and responsibilities.

Main Sport Duties will include:

- Contribute to the development of Sport within the school and enhance the department reputation with parents and visitors.
- Act as classroom instructor as and when required by the Director of Sport or a member of the SLT;
- Help organise and supervise the day to day PE Curriculum
- Help with the organisation and management of fixtures, transport and catering for the major sports.
- Provide supervision and recreational activities in the school sports centre one evening per week;
- Help with the administration and delivery of the wider co-curricular programme of activities;
- Provide supervision as a Residential Boarding Tutor
- Any other tasks that may from time-to-time be reasonably required by the Headmaster or the Director of Sport.

The Sports Coach in Residence shall assist the designated Housemaster in the routine operation of the boarding house and be responsible for the good order and discipline of the house at all times when on duty. S/he shall take an interest in the welfare and progress of all the students in the house and support the house as appropriate in house activities, house competitions and the like. S/he shall take responsibility as a pastoral tutor for students in the house. The Sports Coach in Residence shall undertake all duties in accordance with the National Minimum Standards for Boarding Schools. As a Sports Coach in Residence, you are expected to live in your accommodation when the school is in session. Any individual nights when the Sports Coach in Residence needs to be away from the accommodation must be agreed in advance with the Deputy Head.

Main Boarding Duties will include:

- Attend House Assemblies;
- Undertake weekday House duties at least one day per week as part of a weekly rota. This shall include but not be limited to:
 - Being on duty in the house in time for the formal start of Prep until the end of duty at 11.00 pm unless otherwise agreed with the relevant Housemaster;
 - Supervising Breakfast, Tea and Supper in the Dining Hall on the House Duty Week as part of the Duty Rota.
- Undertake weekend house duties on at least as part of a termly rota. This shall include but not be limited to:
 - Being on duty in the house from during the allocated sessions as agreed with the Housemaster;
 - The Sunday duties being occasionally double shifted (8.30am to 6.30pm)
 - Help cover Outweekend Duties when the House is on Duty;
 - The supervision of the dining hall for meal times is the responsibility of the Duty House Housemaster and his tutor team during the weekend with the support of the Senior Duty Team.
- To contribute to the House Audit Plan;
- Take an interest in the welfare and progress of all the boys in the house and support the house as appropriate in supporting house activities and house competitions;
- Provide duty cover in the house when requested in the absence of the Housemaster and/or Matron;
- To assist with the weekend activity programme when required;
- To assist with Matron duties when requested;
- To assist with Boarding House Open Evenings or other similar events;
- Lead or supervise at least one extra-curricular activity under the direction of the SLT;

Suitability to Work with Children

Old Swinford Services Limited is committed to safeguarding and promoting the welfare of children and applicants are required to undertake an enhanced Disclosure & Barring Service check.