

**JOB DESCRIPTION:**  Sports Coach

**Salary:** Grade: KR5 pro-rata

**Responsible to:** Headteacher

**Purpose of the Job:**

To help deliver a co-ordinated curriculum of high quality physical education, alongside teaching staff, and a full programme of after school sports clubs, with the aim of increasing participation in PE and school sport by ALL children at Worth Primary School.

**Duties and Responsibilities:**

*Sports Responsibilities:*

* To provide increased opportunities for children to participate in competitive sport and physical activity.
* To support teaching staff with the administrative tasks involved in school and competition events.
* To support the delivery of a range of sporting activities within the school’s PE Curriculum.
* To lead the delivery of a range of after school sporting activities.
* To organise inter-house school and intra-school sporting competitions for children.
* Organise and deliver an activity to EYFS, KS1 or KS2 during lunchtime.
* To be a positive role model, creating a positive and fun environment in which to motivate and encourage children to participate in sport and physical activity.
* To attend appropriate professional development courses as identified through the post holders training needs analysis.
* To ensure contacts are made with outside sporting bodies to enable signposting opportunities are made available to specific groups or individuals.

*Support for the resources and record keeping:*

* Participate in the implementation of planned support for an individual pupil or groups..
* Duties will include monitoring the social and academic progress of the pupil.
* To follow the school procedures for safeguarding all children.
* Maintain accurate records and ensure that all documentation of interventions are recorded and filed appropriately (especially matters of confidentiality and Child Protection).
* Make resources/gather materials for teachers and/or pupils (as directed by the class teacher).
* To act as a role model by behaving in the way we expect the children to behave.

*Care and support of pupils:*

* To assist in the support and inclusion of all pupils.
* To provide support for specific pupils, within a group or class situation, to enable them to participate fully in class activities.
* Work with the individual/group programmes devised by other professionals, e.g. occupational therapist etc.
* Support pupils with emotional and/or behavioural problems and assist with the development of social skills to promote positive behaviour patterns, raise self-esteem and improve independent working.
* Supervise in all necessary sessions, and at playtimes and lunchtimes (if directed) to ensure the continued support and well-being of the pupil.

*Support during learning activities:*

* Support to be given following the direction of the class teacher and SENco.
* Liaise with the class teacher in order to understand the objective of each lesson.
* Understand the assessment criteria to be used for each session and feedback required by the class teacher.

*Support for colleagues:*

* Assist the teachers and SENco with observation and monitoring of the progress of pupils.
* Participate and supervise pupils in off-site activities as directed by the class teacher, SENco e.g. educational trips, local off-site visits, etc.
* Liaise, alongside the class teachers and SENco, with parents and other agencies as necessary.
* To observe strict confidentiality on all matters concerning pupils and school matters.
* To be aware of and observe Health and Safety Practices at all times.

*Supporting your own Professional Development:*

* To train and develop skills and expertise, both generally and specifically.
* To review and reflect on your own progress and development.
* To be an active participator in the appraisal process.

This job description describes in general terms the normal duties which the post holder will be expected to undertake. However, the job description or the duties contained therein may vary or be amended from time to time without changing the level of responsibility associated with this post.

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| Our requirements of you | | | |
|  | **ESSENTIAL** | **DESIRABLE** | **Method of Assessment** |
| **Professional qualifications and training** | * GCSE English and Maths Grade C or above (or equivalent). | * Paediatric First Aid qualification would be an advantage. * Learning Support Assistant Level 3 qualification. | Application form |
| **Experience** | * Successful relevant experience of working with children. * Experience of working in a primary school or coaching children’s sports. * Know how to challenge and differentiate for children of varying ability. | * Experience of delivering intervention strategies or sports in a school or club setting. * Handling and Moving training. * Experience of working with children with a special educational need. | Application form  References  Interview/Task |
| **Knowledge and Understanding** | * Have good working knowledge of relevant policies and procedures relating to child protection, health, safety, security, equal opportunities and confidentiality. | * Experience of delivering programmes devised by other professionals, e.g. speech therapist, OH etc. | Application form  Interview/Task |
| **Characteristics and Competencies** | * Ability to develop good personal relationships within a team. * Have necessary skills to manage individual and group activities safely. * Ability to be able to use a range of strategies to deal with pupil behavior. * Be able to devise and implement structured learning activities, under the direction of the teacher and SENco, and be able to evaluate their effectiveness and measure pupils’ progress, giving feedback as required. * Ability to relate well to children and adults, understanding their needs and being able to respond accordingly. * Good influencing skills to encourage pupils to interact with others and be socially responsible. * Self-motivated with an appetite and stamina for challenging work. * Able to initiate ideas and put them into practice. | * The ability to contribute to an extra-curricular area. * Commitment to further training/study to widen knowledge base. | Application form  References  Interview/Task |

*Evidence that the candidates meet the essential requirements will be considered during shortlisting from the application form and any personal statement provided.*

*At interview, candidates will be expected to answer questions regarding personal qualities and skills and other areas not highlighted in application form or statement. The interview will also explore issues relating safeguarding and promoting the welfare of children.*