

Job Description

Job Title	Head of School Rugby
Reports To:	Director of Sport
Job Purpose	
<p>This is an exciting opportunity for an experienced and ambitious rugby coach to lead and grow rugby across the School. Working closely with the Director of Sport, the Head of Rugby will oversee an inclusive, high-quality, and competitive programme that enhances participation, player development, and performance at all levels. As lead coach for the 1st XV and 1st VII, they will support teams across the School through training, skills development, and staff coaching support, while equipping specialist and non-specialist staff with resources and CPD opportunities.</p> <p>The successful candidate will help shape an exciting fixture programme for rugby and rugby 7s, support students in accessing player pathways and representative opportunities, and manage school rugby partnerships. They will also deliver Sixth Form enrichment sessions and support students aspiring to university-level sport, making a lasting impact on the School's rugby culture and future success.</p> <p>The successful candidate will also be required to play an active part in boarding school life, including tutoring and undertaking boarding duties during evenings and weekends. In return, a DOYRMS allowance of £3,901 per annum will be payable.</p> <p>Two or three-bedroomed properties may also be available for rent onsite at a fair rate.</p>	
Key Duties and Responsibilities	
<p>Leadership and Management:</p> <ul style="list-style-type: none">• Successful leadership and management of rugby across the School.• Plan, deliver, and evaluate inspiring rugby coaching sessions for students of all abilities.• Build a progressive, inclusive, and high-performance programme that promotes both participation and excellence.• Mentor and support colleagues to strengthen confidence and capability in delivering rugby within the curriculum and co-curricular programme, sharing best practice and providing developmental feedback.• Lead the development of rugby talent pathways, identifying and nurturing gifted players.• Oversee School teams, including coaching, squad selection, and performance analysis.• Organise and manage fixtures, tournaments, and festivals, ensuring all logistical and safeguarding requirements are met.• Strengthen competitive opportunities through partnerships with clubs, Schools, and governing bodies.• Support students entering county, regional, and performance-level pathways.	

- Maintain accurate records of attendance, performance, and development progress.
- Assist with risk assessments, equipment management, and facilities preparation.
- Monitor player's welfare: managing training loads; ensuring adherence to Rugby Safe standards; reviewing injury data in liaison with the Medical Centre; working with the Bursar to ensure appropriate nutritional provision.
- Contribute to strategic planning for rugby development within the PE and Sport department.
- Support potential students with applications, including player reports.
- Build strong partnerships and work with the Director of Sport and Marketing team to attract and recruit talented scholarship candidates.
- Deliver timetabled lessons as part of the Sixth Form enrichment programme, including video analysis, match review, and skill development.
- Enhance students' understanding of strength and conditioning.

Wider School Sport Contribution:

- Full involvement in three terms of timetabled games and PE lessons, offering coaching, supervision, and support in an additional sports, including weekend fixtures, refereeing or umpiring.
- Promote positive attitudes toward physical activity, teamwork, and student wellbeing.
- Contribute to whole-School sports events, including enrichment activities, tours, and sports days.
- Undertake any reasonable tasks that the Director of Sport/Head of PE deems to be appropriate.

Boarding Tutor:

- Be responsible for the welfare of a tutor group of students within an allocated Boarding House.
- Monitor the academic, behaviour, and general progress of students in their tutor group by liaising with other teaching staff, communicating with House Master/Mistress and parents.
- On a duty day in the week, to:
 1. Lunch with students of the House.
 2. Take supper and then supervise the House for the Housemaster/mistress until responsibility is handed over later in the evening.
 3. Monitor Prep time pro-actively, to promote academic excellent and achievement.
- Take responsibility for the House on a maximum of 12 weekend days throughout the academic year, as required by the Housemaster/mistress.
- To assist the Housemaster/mistress, as agreed, in organising and running social, sporting, or other House activities for the students in the House.
- To attend pastoral team meeting and case conferences as required by the Housemaster/mistress.

Person Specification

Essential:

- Leadership qualities, and the ability to enthuse and motivate students.
- Experience of coaching rugby to a high standard, with minimum of Level 3 RFU Coaching and Umpiring
- Clear and effective communication skills
- An ability to collaborate with staff and relate to students, acting appropriately and professionally with pupils, staff and parents at all times.
- Be organised with the ability to adapt to different situations.
- Full UK Driving License

Desirable:

- Experience or qualification in coaching other sports (e.g. hockey, cricket, athletics)
- Knowledge and understanding of supporting the needs of students in a boarding environment.

Personal Attributes:

- Passionate about supporting students.
- Highly organised with the ability to manage multiple priorities.
- Empathetic and approachable, with strong problem-solving skills.
- Resilient, adaptable, and able to work effectively under pressure.

Health & Safety

Personally responsible for the health, safety and welfare of all staff and students that may be affected by the postholder's acts and/or omissions.

Equal Opportunities

Personally responsible for equal opportunities awareness and ensuring that the postholder is aware of, and carries out, the provisions contained in the Equal Opportunities policy.

Safeguarding Children

To be responsible for safeguarding and promoting the welfare of children and young people.

The post holder must be aware of and comply with all School policies and procedures.

The School is committed to safeguarding and promoting the welfare of all our students. You are advised that this post is subject to the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (Amendment) (England and Wales) Order 2020 and therefore this post is subject to an Enhanced Disclosure Application to the Disclosure and Barring Service (DBS).

Please be aware that schools are also required to undertake online recruitment checks on shortlisted candidates under changes to Keeping Children Safe in Education.