

# Viking Academy Trust



## Job Description

**Position: Sports Apprentice**

**Name of Member of Staff:**

**Member of Staff:**

**Date:**

**Executive Headteacher:** *Myleni*

**Date:**

## Viking Academy Trust

### JOB DESCRIPTION: Sports Apprentice

#### PREAMBLE

**All staff and members of governance** make the education of pupils at the Viking Academy Trust their first concern and are accountable for achieving the highest possible standards in work and conduct.

**All staff and members of governance** act with honesty and integrity; have strong subject knowledge, keep their knowledge and skills up-to-date and are self critical; forge positive professional relationships; and work with parents in the best interests of their pupils.

Viking Academy Trust Base School:	Ramsgate Arts Primary School
Job Title:	Sports Apprentice
Line Manager:	Sports Coach
Pay Grade:	Apprenticeship Scheme

## This is a Trainee Position

#### DESCRIPTION OF POST

Working under the direction of the Sports Coach, the Sports Apprentice will be expected to support the delivery of multi-sports to our pupils during the school day including lunchtimes, PPA & After School Clubs across the whole school.

#### RESPONSIBILITIES

- To assist in the delivery of multi-sports during PPA under the direction of the Sports Coach.
- To accompany and supervise children at off-site tournaments (some beyond the normal school day) alongside the Sports Coach.
- Work alongside the Sports Coach to ensure that all young people are included in the physical education and sport programme.
- To work under the direction of the Sports Coach to maintain the profile of PE & sports inside school and the whole community.
- To assist the Sports Coach in planning, delivering and monitoring a co-ordinated programme of activities, to include games, dance, and gymnastics.
- To help deliver a range of high quality support and physical activity opportunities to young people in an engaging and progressive manner.
- To broaden the range of sports and activities on offer to the children.
- To help provide high quality coaching and physical activity programmes to support the delivery of high quality sports days.
- To provide high quality sporting games / activities.

- To assist with appropriate monitoring and evaluation procedures to ensure the quality of PE provision is raised to the highest standard.

### **SCHOOL LIAISON:**

Working in support of the Sports Coach to:

- Organise participation in the programme of festivals and competitions across the family of schools
- Make effective use of resources and facilities across the family of schools

Above all you need to like children, to want the very best for them and be prepared to put their needs first. Children will be at the heart of your work. You must be able to demonstrate that you understand the importance of educating the whole child within a creative & innovative school setting.

To maintain the highest standards of confidentiality at all times.\*

Any other task - as requested by the Senior Leadership Team which shall be deemed to fall within the general boundaries of the post\*\*

### **PERFORMANCE MANAGEMENT**

To attend regular staff meetings with the Head of School and to participate in the school's annual performance review procedure.

*\*NB Under no circumstances should a staff members discuss or share any information about a pupil or other matters with any parent or third party without prior consent. All enquiries concerning pupils should be directed to the Heads of School.*

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

Reviewed and amended May 2019