

**Job Description**

**Job Title:** **Sports Coach – Hockey and Netball Specialist**

**Department: Sports**

**Accountable to:** **Director of Sport**

**Purpose of the job:**

To assist the Stowe Sports Department in their aim of educating the pupils using sport to enhance their holistic experience.

**Context:**

Stowe School occupies Stowe House and about 200 acres of the Stowe estate, and is located in Stowe’s world famous landscape gardens set in 880 acres. Stowe School is an independent co-educational boarding School with approximately 820 pupils. There are around 500 full and part-time staff with 80 staff and their families living on site. The National Trust manages the landscape gardens and opens the grounds to over 200,000 visitors a year. Stowe House is open to the public during the School holidays and, for guided tours, during term time.

Stowe School is committed to safeguarding and promoting the welfare of children and expects all staff to share in this commitment.

**Values and Behaviours:**

The post-holder is expected to act professionally at all times and in accordance with the standards of behaviour and code of conduct outlined in the staff handbook and below. In particular we aspire to the following standards of behaviour for the Stowe community.

The Stowe Community is committed to working together to achieve Stowe’s aims and objectives. It is a Christian community that aspires to excellence through working efficiently whilst being responsive to change, adding value where possible and using resources wisely. We collaborate to work both as individuals and as members of a team, communicating and consulting often and openly to the highest standards. We act with integrity and treat each other considerately, valuing diversity and rejecting discrimination. We operate within the appropriate laws and regulations. We are accountable to each other and to our pupils, parents, governors, trustees and visitors. The Stowe Community is both environmentally and socially responsible, recognising the importance of an appropriate work/life balance.

**Key Responsibilities and Accountabilities**:

* To promote the aims of the School at all times with colleagues, parents, pupils and the public
* To provide good quality teaching and coaching, with the effective use of appropriate resources to deliver the highest standards and achievements for all pupils.
* To play a full part in a boarding School with commitment to teaching, pastoral care, extra-curricular activities and School duties.
* To assist in the recruitment of pupils and to promote the School and Department.
* To attend all appropriate Health & Safety (COSHH) and Child Protection training issues related to the pupils, School and Department.

**Key Tasks:**

**1. Coaching/Management/Administration**

* To coach sports as required in the activities programme as directed by the Director of Sport
* To attend matches and tournaments as required
* To organise and deliver training programmes
* To deliver 1:1 or small group S&C sessions during the day
* To assist with the Performance Programme
* To do some evening duties managing the gym
* To Assist the Sports Department with tasks during the day as required
* To give feedback to players in order to develop their performance and understanding
* To organise the filming of matches.
* To assist with video analysis, including organising and clipping footage so that it is ready for review
* Ensuring all coaches are able to access the match footage and use it for team analysis and feedback sessions
* To ensure the registration of pupils for practices during afternoon activities.
* To attend INSET for continued professional development
* To develop links with Prep and local schools.
* To assist the Director of Sport in the delivery of the Sports Scholarship programme.
* To undertake any additional duties within reason as defined by the Director of Sport.
* To ensure adherence to statutory Health and Safety and Data Protection Legislation at all times.
* To ensure compliance with the current teaching staff handbook.

**3. Social and moral welfare of pupils**

* To take responsibility for the educational, social and moral welfare of pupils in the context of Stowe's boarding community.

**4. Assessments and reports**

* To provide or contribute to oral and written assessments, reports and references relating to individual pupils and groups of pupils.

**6. Review and Professional Development**

* To keep abreast of developments in his/her sport(s) and its coaching methods in order to maintain a high level of professional competence Staff should also participate in arrangements within the agreed framework for review and professional development, including INSET.

**7. Discipline, Health and Safety**

* To maintain good order and discipline among pupils and safeguarding their health and safety both on the School premises and when they are engaged in School and other activities elsewhere, within the framework of the Health and Safety Policy documents.
* To adhere to and manage all appropriate Health & Safety legislation, risk assessments and Child Protection training issues related to the Department.
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**8. Meetings**

* To participate in all meetings which relate to the school curriculum, school organisation and school administration and to attend Chapel, assemblies and other school events as required by the Headmaster.

**9. School Duties**

* To undertake the supervision of pupils at meal times, on school journeys and on school premises as required by the duty rota.

**10. Salary/package: Competitive salary and accommodation available (where appropriate)**

This job description reflects the present requirements of the post and as duties and responsibilities change/develop, the job description will be reviewed and be subject to amendment in consultation with the post holder.

Date agreed: January 2022

**Person Specification**

The selection of candidates for short-listing will be based on this specification and candidates should bear this in mind when preparing their application and completing the application form:

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| **Attributes** | **Essential** | **Desirable** |
| **Qualifications** |   | * A good degree
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| **Specialist Skills & Experience** | * Personally committed to continued professional development
 | * The ability to coach at least 2 sports to a high level
* Ability to referee in at least one sport
* Good ICT skills
* Driving licence
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| **Personal Qualities** | * Enthusiastic and energetic
* Good team player
* Patience and a sense of humour
* Good organisational skills
* Good professional manner and appearance
* Excellent practitioner able to inspire pupils in the love of (your) sport
* Ability to communicate effectively with pupils, staff and parents
* Willingness to contribute fully to the life of a busy boarding school
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