

Job Description

Closing Date: 10:00, 4th July 2022

Job Title:	School Sport Coach and Competitions Assistant 37.5 hrs per week, term time only (40 weeks)
Faculty:	Merton School Sport Partnership
Salary:	£18,500 Pro Rata , Term Time Only (40 weeks, 37.5hrs per week) Full Time Equivalent £21,000 Harris Wellbeing Cash Plan + Pension Scheme (LGPS) + Additional Harris Benefits
Responsible to:	Partnership Manager/Director
Responsible for:	N/A
Location:	Merton School Sport Partnership, Harris Academy Morden, Lilleshall Road, Morden, Surrey, SM4 6DU (and other local Merton school sites)

Summary

We are looking for a UKCC level 2 qualified (or working towards) sports enthusiast to form part of our core Partnership team. The School Sport Coach and Competitions Assistant role will involve coaching school children as well as supporting our team to deliver an abundance of school sport festivals and competitions across the borough, inspiring children to develop a lifelong love of being active and taking part in sport.

Job Purpose

To plan and deliver high-quality PE lessons, physical activity and sporting opportunities for school children within the London Borough of Merton (LBM) within the framework of the Merton School Sport Partnership (MSSP) Plan.

To support with the planning and delivery of a range of sports festivals and competitions targeting differing abilities and ages of children in a huge variety of sports within the Borough.

About Us

At Merton School Sport Partnership (MSSP) we believe that high-quality sport, PE and physical activity play a crucial role in our young people's lives. We're fortunate that Merton schools back our beliefs and value the positive impact of PE, sport and physical activity. Our main goal as a Partnership is to inspire children to be active, and to enjoy and achieve their best in PE and school sport. Working predominantly with the Merton primary and special schools, we facilitate a coordinated approach to sport and plethora of exciting opportunities for our young people.

Our core team deliver competitions and festivals, teacher training, sports coaching, and sports leadership across our 44 primary schools, 9 secondary schools and 4 special schools / pupil referral units (PRUs). We also ensure a strong network is in place for our PE Coordinators to communicate, learn, share ideas and lead their own schools to deliver a high-quality PE curriculum.

Merton School Sport Partnership is hosted by Harris Academy Morden (HAMD) but works to support all the Merton state school members to achieve their goals within PE, physical activity and sport. The Partnership was first established in September 2003 through the government funded national PE School Sport & Club Links programme but in September 2011, due to a reduction in government funding, MSSP became a self-funded entity via a range of avenues but predominantly through its key stakeholders, Merton state schools and academies. The Partnership has continued to grow since then and now provides a specialist sports provision service, professional development programme and has developed PE resources which are used nationally. The majority of the Partnership's programmes and support target children at Early Years, Key Stage 1 and Key Stage 2 with more bespoke programmes targeting Key Stages 3, 4 and 5.

Main Areas of Responsibility

1. To inspire children to enjoy being active and taking part in PE and sport, creating a safe and enjoyable, learning environment for them at all times.
2. Plan and deliver coaching sessions for a range of abilities and age groups including PE lesson cover for primary schools (PPA), after-school/breakfast club sport and Physical Activity (PA) sessions at primary and secondary schools.
3. Work with the Primary School PE Coordinator at a designated school, to arrange intra school (house) games and sports days alongside the PE lessons and extra-curricular clubs.
4. Support and with appropriate training, lead on the delivery of a range of sports competitions and festivals which fit with both the MSSP and National Competition Framework (School Games) providing intra and inter competition pathways for pupils.
5. Deliver a programme of multi skills festivals to key stage 1 & 2 pupils and sports leaders training within the Partnership.
6. Establish and develop sustainable links to local sports clubs and other community providers. Work with these providers and schools to secure facilities and support for school based activity and to encourage more pupils to access clubs and leisure facilities.
7. Develop and support young leaders and volunteers as coaches, leaders, officials and organisers.
8. To be committed to our REFSPECT programme and encourage fair play, a growth mindset and respect to all throughout programmes and competitions.
9. Administrative duties including web site updating, recording data, event risk assessments, document filing, preparing resources, writing session plans and reports.
10. Communicate, promote and market MSSP programmes and resources to our network in a professional manner; using multimedia where appropriate to support this.
11. To be committed to personal continual professional development in order to achieve the aims and objectives of the Partnership.
12. Play a part in the life of the Partnership and our host HAMD's community, to support their distinctive aims and ethos' and to encourage staff and students to follow this example. To actively promote HAMD's corporate policies and adhere to the dress code.

Training and Development Opportunities

This post holder will receive training and development from the Partnership team to help the candidate learn and develop and to gain valuable experience in the field of PE, Sport, Physical activity, events, health and wellbeing and Child Protection/Safeguarding.

The trainee will have regular and ongoing opportunities to:

- Shadow and team teach with our experienced team of PE specialists and sports coaches, receiving regular lesson observations and feedback as part of the mentoring process.

- Work with our team to gain an understanding and experience of delivering high quality and safe competitive events.
- Attend in house training workshops/conferences and national training within the scope of the post.
- Receive training and mentoring around areas such as the National Curriculum for PE, Growth Mindset approach to PE, MSSP Inspire & Educate Schemes of Work, ECT PE training sessions, Healthy Schools, 30:30 Daily physical activity, School Games, WJTI Tennis development programme, School Swimming, Gymnastics in Primary Schools and other available workshops and networking opportunities.
- Receive ongoing training around Child Protection and Safeguarding to ensure they can practise the correct protocols throughout the year.
- Paediatric First Aid training every 3 years.

Other Requirements

Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.

Employees are expected to be courteous to colleagues and provide a welcoming environment to all stakeholders and members of the public. Staff must be aware and committed to the Partnership and Academy's staff policies and protocols, these will be provided upon request and/or when the postholder is inducted.

The Partnership will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.

This job description is current at the date shown, but following consultation with you, may be changed by Management to reflect or anticipate changes in the job which are commensurate with the salary and job title.

Safeguarding Notice

The Harris Federation and MSSP are committed to ensuring the highest levels of safeguarding and promoting the welfare of children, and we expect all our staff and volunteers to share in this commitment. All offers of employment are subject to an Enhanced DBS check, references, and where applicable, a prohibition from teaching check will be completed for all applicants. Before applying, please review our Policy Statement on the Recruitment of Ex-Offenders.

Equal Opportunities

The Harris Federation is an equal opportunities employer and welcomes applications from all suitably qualified candidates.

As a provider of employment and education, we value the diversity of our staff and students, and all our staff are equally valued and respected. We are committed to providing a fair, equitable and mutually supportive learning and working environment for our students and staff.

Rewards & Benefits

In addition to the opportunities for career progression, training and development, we also offer a competitive rewards and benefits package which includes the Local Authority Pension Scheme, a Wellbeing Cash Plan and many other benefits.

School Sport Coach and Competitions Assistant

Person Specification

SELECTION CRITERIA	REQUIREMENTS (E) – Essential (D) – Desirable
Experience & Knowledge	<ul style="list-style-type: none"> ✓ Experience of coaching young people to progress within PE and sport (E) ✓ Experience of coordination and delivery of sports events and competitions (D) ✓ Understanding of how schools link with clubs in a range of sports (D) ✓ Experience of working with schools and young people (E) ✓ Understanding of High Quality PE, school sport and the National Curriculum (E) ✓ Experience of using technology and multi-media as communicative tools (E) ✓ Technical knowledge of one or more sports (E)
Skills & Abilities	<ul style="list-style-type: none"> ✓ Organisational (D) ✓ Interpersonal & team work (E) ✓ Strong communication (written & oral) & negotiating (D) ✓ Reliable, dedicated & hard working (E) ✓ Positive & enthusiastic (E) ✓ Self-motivated & time management (E) ✓ Creative & problem solving (E) ✓ Reflective and willing to self-improve (E)
Other requirements	<ul style="list-style-type: none"> ✓ Level 2 or higher UKCC coaching qualification (E) <i>will consider those working towards with good experience</i> ✓ Educated to degree level (or equivalent) (D) ✓ Full UK driving licence and use of a car for work (D)

Postholder Signature

Name: _____ Signature: _____ Date: _____

Next Steps

If you have any questions about this opportunity, please contact us via e-mail info@mertonssp.org.uk

Please complete the application form available to download on our website www.mertonssp.org.uk and return to us via email before the closing date. Please ensure you consider the person specification requirements for this post when completing application form and detail your full education and working history within the relevant sections.

The closing date for this post is 10:00 am, 4th July 2022 but please be aware that we may hold interviews as and when applications are received and **we reserve the right to offer to a candidate prior to the closing date**. Please note that should you not be selected for interview we are unable to provide feedback for unsuccessful application forms.